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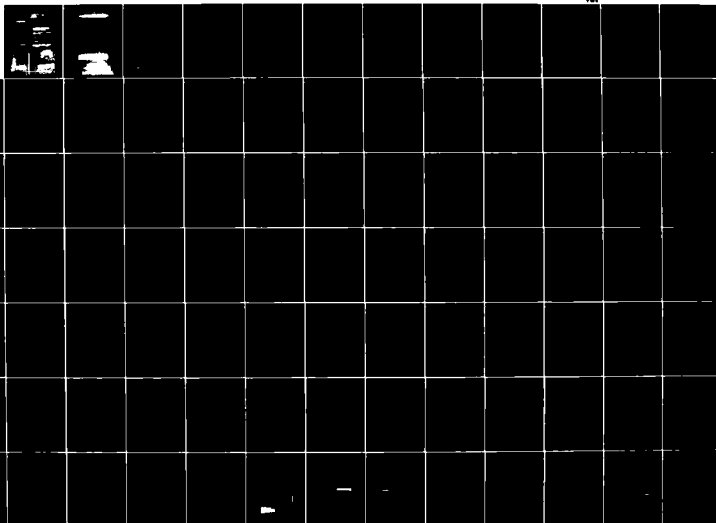
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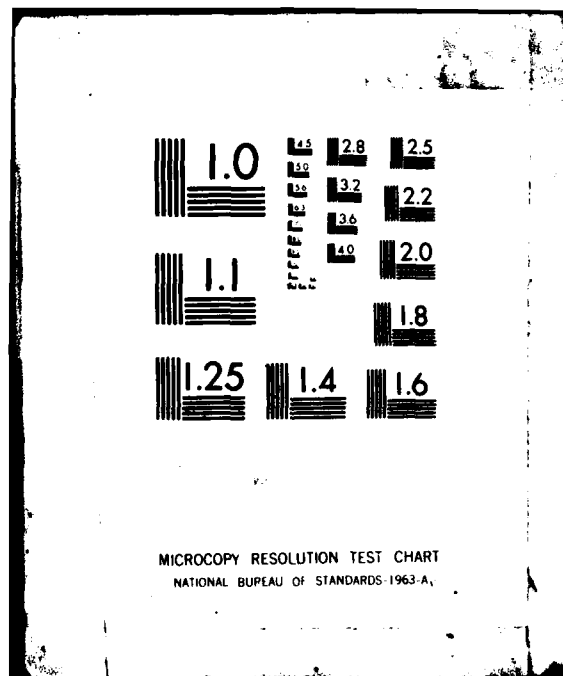
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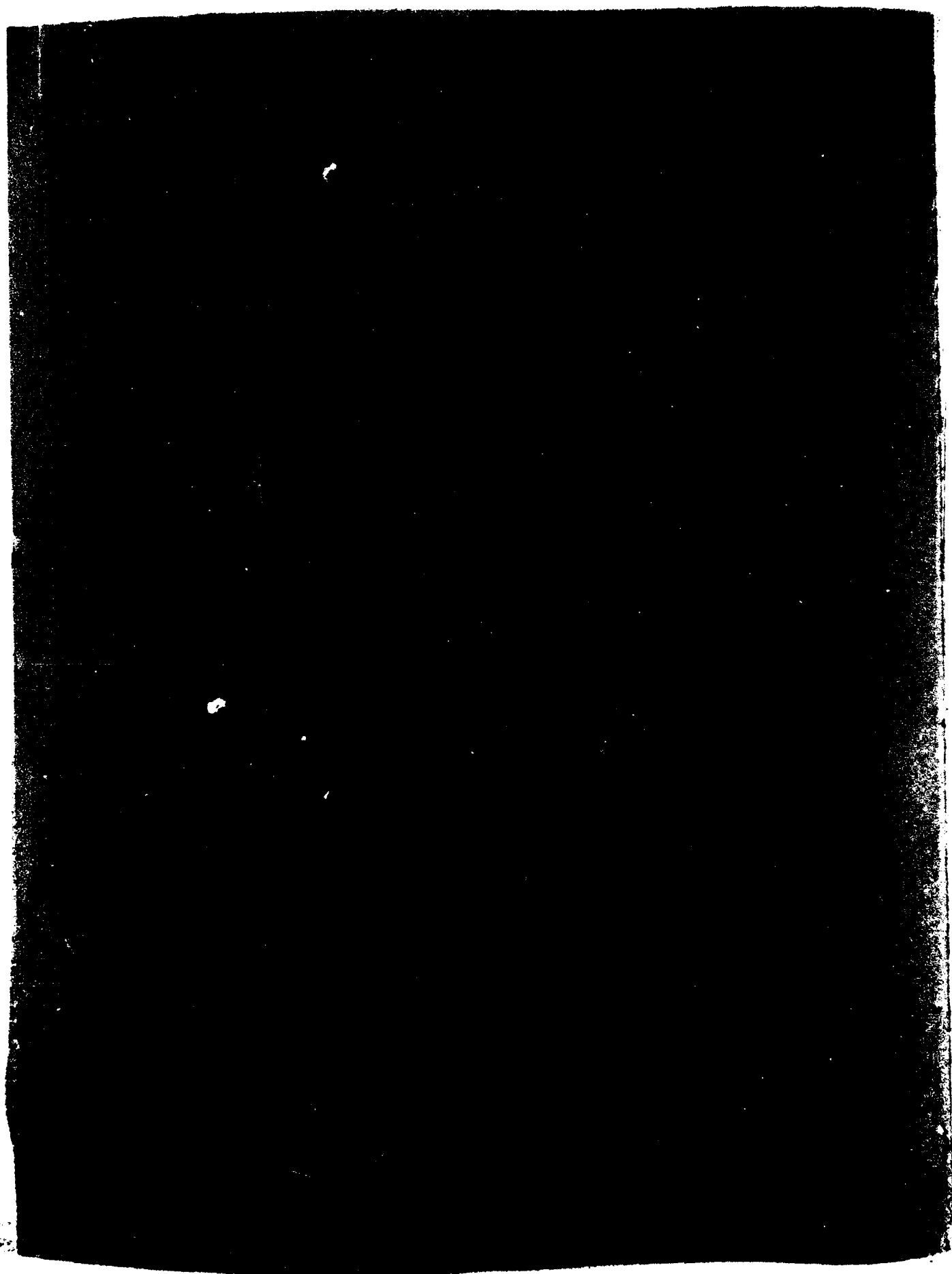
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A RAND NOTE

1979 RESERVE FORCE STUDIES SURVEYS:
SURVEY DESIGN, SAMPLE DESIGN AND
ADMINISTRATIVE PROCEDURES

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PREFACE

This note was prepared as part of Rand's Manpower, Mobilization and Readiness Program, sponsored by the Office of the Assistant Secretary of Defense (Manpower, Reserve Affairs & Logistics) -- OASD (MRA&L). The study described in the note was conducted jointly under Task Order 80-V-I, Survey Research, and Task Order 80-III-I, Reserve Forces Manpower.

With manpower issues assuming an ever greater importance in defense planning and budgeting, the Rand study program seeks to develop broad strategies and specific solutions for dealing with present and future defense manpower problems. These goals require the development of new methodologies for examining broad classes of manpower problems, as well as specific problem-oriented research. In addition to analyzing current and future manpower issues, the study program seeks to contribute to a better general understanding of the manpower problems confronting the Department of Defense.

A key component of the program is to develop DoD-wide data bases that can support the policy formulation and research necessary for dealing with present and future defense manpower problems. Such data should include information about the behavior, experiences, attitudes, preferences, and intentions of military personnel. Particularly if collected on a periodic basis, these data would be helpful in assessing the response of military personnel to past or current policy changes and could be used to identify future areas for policy action.

The 1979 Reserve Force Studies Surveys are part of several interrelated data collection efforts of the Rand-DoD Survey Group, a component of the Rand Manpower, Mobilization, and Readiness Program.* The survey group has designed and administered two other military life cycle surveys: the 1978 DoD Survey of Officers and Enlisted

*See: Zahava D. Doering, Rand-Department of Defense Survey Research Program, Fiscal Years 1978-1979, N-1105-MRAL, December 1979.

Personnel, which focused on the in-service population, i.e. the men and women on active duty in the four services,* and the 1979 DoD Survey of Personnel Entering Military Service, which was administered to enlistees at the Armed Forces Entrance Examination Stations (AFEES) immediately after the enlistees were sworn in.** Future surveys may include other military populations, e.g., reservists in the Navy or Air Force, and other junctures in the military life cycle, e.g., separation decision.

This note provides an overview of the survey design, sample design and sample selection, together with a description of the field procedures for one of the major data bases created in this program: namely, the 1979 Reserve Force Studies Surveys. This set of surveys focused on reserve force unit manning and the assessment of strategies for improving strength in the Army National Guard (ARNG) and the United States Army Reserve (USAR). The survey was administered to the enlisted personnel and unit commanders in a sample of 441 units. Data were collected by means of four survey questionnaires: forms for junior enlisted personnel (E1-E4), senior enlisted personnel (E5-E9), and the unit commander, and a form to collect general information about each unit.

*See: William P. Hutzler and Zahava D. Doering, 1978 DoD Survey of Officers and Enlisted Personnel: Sample Design and Selection, The Rand Corporation, N-1453-MRAL, February 1980; Zahava D. Doering, David W. Grissmer, Jennifer A. Hawes, and William P. Hutzler, 1978 DoD Survey of Officers and Enlisted Personnel: Survey Design and Administrative Procedures, N-1458-MRAL, April 1980; and Zahava D. Doering, David W. Grissmer, Jennifer A. Hawes, and William P. Hutzler, 1978 DoD Survey of Officers and Enlisted Personnel: User's Manual and Codebook, N-1604-MRAL, January 1981.

**See: Zahava D. Doering, David W. Grissmer, and Jane S. Morse, 1979 DoD Survey of Personnel Entering Military Service: Wave 1 User's Manual and Codebook, N-1605-MRAL, November 1980, and Zahava D. Doering, David W. Grissmer, and Jane S. Morse, 1979 DoD Survey of Personnel Entering Military Service: Wave 2 User's Manual and Codebook, N-1606-MRAL, December 1980.

SUMMARY

The 1979 Reserve Force Studies Surveys were designed to provide the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs) [ODASD-RA] and the Army Reserve Components with data that can support policy formulation and research on reserve force manning problems.

Since the end of the draft, concern about the reserve forces has focused on the continuing declines in Selected Reserve personnel strength, particularly in the Army National Guard and Army Reserve where manpower shortfalls are most severe. The increased concern about reserve supply has led to the implementation of a range of different Selected Reserve programs in the past two years and additional programs are under discussion. However, analyses which identify the approach or mix of approaches which may be appropriate for addressing reserve force manning problems are limited. Data collected in the 1979 Reserve Force Studies Surveys will make possible analyses which focus on reserve force unit manning problems and the assessment of strategies for strength improvement.

The objectives of the 1979 Reserve Force Studies Surveys were to:

- o Collect data on those factors operating within the unit which, when combined with data describing the surrounding community, will explain differences in reserve force unit manning levels
- o Collect data on factors influencing enlistment and reenlistment decisions
- o Collect descriptive statistics from a representative sample of the reserve force population
- o Provide a baseline data set for a reserve force population sample which can be studied in the future.

The 1979 Reserve Force Studies Surveys were designed as a set of interrelated data collection efforts through which several types of data were assembled. Primarily, the surveys were designed to support research into factors underlying the success or failure of units in meeting manning objectives. To meet this goal, data were collected on unit characteristics, unit personnel, unit organization and programs. When combined with the collection of aggregate statistics for understanding the economic and reserve environment in which units, and subsequently individuals, operate, this study will provide an assessment of the reasons for different unit manning levels. Secondly, these surveys provide data on individual level behavior in the Selected Reserves. This aspect of data collection focused on factors related to enlistment and reenlistment and on the influence of various incentives and reserve force programs on individual behavior. Finally, these surveys collected a set of descriptive statistics about the reserve force population which currently is not routinely collected from reserve force personnel. These personnel descriptions will be useful in a number of policy areas. In addition, the surveys define a reserve force sample for possible later follow-up; e.g., in order to study attrition.

Our research strategy in the 1979 Reserve Force Studies Surveys was to study a sample of 441 company-sized units, 224 in the Army National Guard and 217 in the Army Reserve, which differ as to whether they are at their authorized strength or significantly below it. The units are located in different geographical areas, and vary in the characteristics of the community in which they are located as well as in their approaches to solving manning problems.

The basic stratification variable for these surveys is Component, i.e., Army National Guard and Army Reserve. Within each Component, two types of samples were selected. First, a random sample of units was selected to allow us to study representative samples of reservists. Second, a case study sample was selected to allow a more detailed study of the impact of community characteristics and internal unit organizational variables on manning levels while controlling for manpower demand characteristics (similar size, skills and grade structure).

The sample design formulated for these surveys was bounded by three factors: the need for a statistically significant number of usable questionnaires from different groups within the random samples and from different unit types in the case study samples, the expected response rate of sampled individuals, and a budget constraint. The result of these considerations led to the initial selection, in the Army National Guard, of a random sample of 113 units and a case study sample of 119 units of three different types (armor, engineers and infantry). In the Army Reserve, the random sample consisted of 109 units and the case study sample of 127 units (combat support, transportation corps and engineers).

The actual number of units to which surveys were distributed was slightly different from the sample selected. Some units were selected twice, i.e., once as part of the random sample and once as part of the specialized case study sample. The replacement of units which had been inactivated or reorganized between sample selection and implementation also led to minor changes within the specialized case study samples. After implementation, the final samples consisted of 224 units in the Army National Guard; 106 of them were in the random sample, 111 were in the specialized case study sample, and 7 were selected twice, i.e., were in both types of samples. In the Army Reserve, 217 units were in the final samples; 96 were in the random sample, 111 were in the specialized case study sample, and 10 were selected twice, i.e., were in both types of samples.

Because of the multipurpose nature of these surveys and the large number of questions needed to fully address some of the topics covered, we designed the survey in four separate questionnaires:

- o Form 1 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E1-E4, collected data from all junior enlisted personnel who were members of the sample units at the time of the survey administration. The majority of the information collected in this questionnaire related to the first-term enlistment decision process and to the characteristics and experiences of the individual prior to enlistment. A group of

items identified as possible indicators of attrition and reenlistment behavior, together with detailed economic and civilian labor force data, were also included.

- o Form 2, 1979 Reserve Force Personnel Survey--FOR ENLISTED GRADES E5-E9, was administered to all senior enlisted personnel, training NCOs who were members of the sampled units at the time of the survey administration. This questionnaire, like Form 1, also collected detailed economic and civilian labor force data and possible indicators of reenlistment behavior. In addition, a major portion of the questionnaire focused on the individual's past military experiences--both active and reserve--and his perceptions of the unit environment and manning problems.
- o Form 3, 1979 Reserve Force Commander Survey (Commander Survey), was completed by unit commanders of the sampled units. The purpose of this survey was to collect information about characteristics of commanders, their military and civilian backgrounds, and their opinions about the unit's activities and its environment.
- o Form 4, 1979 Reserve Force Unit Survey (Unit Survey), covered basic factual information about each sampled unit. This information was provided by either the unit commander or another unit member who was familiar with unit data, usually the unit technician/unit clerk.

Each of the four questionnaires was extensively pretested with personnel from the Army National Guard and Army Reserve. The final versions are included in an appendix to this note.

The technical coordination for this survey was the responsibility of the Rand-Department of Defense (DoD) Survey Group, a component of Rand's Manpower, Mobilization and Readiness Program. Within MRA&L, this group reports to and works with the Defense Manpower Data Center (DMDC).

As a DoD agency, DMDC has the authority to maintain and use individual personnel records, to request records from the Services, and to obtain information from persons in the sample. Although Rand

designed the questionnaires, the sample, and detailed administrative procedures, DMDC was responsible for most sampling activities, transfer of information to a survey data processing contractor, and handling of returned questionnaires before processing.

For this study, it was essential to establish an interface with the Army National Guard and Army Reserve, through an identified primary point-of-contact (PPOC). In response to a request from the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs), PPOCs were named in the early planning stages of this survey. In the Army National Guard, the PPOC was the Office of Policy and Liaison, National Guard Bureau. Technical and administrative support was also provided by state points-of-contact designated by the State Adjutant Generals. In the Army Reserve, the designated point of contact at the Office of the Chief, Army Reserve (OCAR) was the U.S. Army Reserve Manpower Programs Team, HQDA (DAPE-MBM). The Command Coordinator for reserve units was the U.S. Army Forces Command (FORSCOM) whose PPOC was FORSCOM-DCSOPS, RC TNG DIV.

The actual data collection was the responsibility of the commanding officers of the sampled units, coordinated by PPOCs from the Army Reserve Components.

To insure inter-service comparability of procedures, the Rand- DoD Survey Group reviewed and coordinated all instructions, notices and letters to participating units. The data collection procedures implemented by sampled units were the same in all instances. The operational requirements for the sampled units are summarized below:

- o Materials were mailed to the commanding officers at their unit drill location, who acknowledged their receipt by returning a pre-printed postcard to DMDC.
- o The commanding officer was responsible for completing one 1979 Reserve Force Commander Survey.
- o Each sample unit was asked to complete one 1979 Reserve Force Unit Survey. This information was provided by either the commanding officer or another unit member who was familiar with unit data, e.g. a unit technician.

- o The commanding officer was responsible for distributing and collecting 1979 Reserve Force Personnel Survey questionnaires from all enlisted personnel assigned to the unit, i.e., the Personnel Survey should have been administered to a 100 percent sample of all enlisted unit members. Survey administration took about one (1) hour and was scheduled for regular drill assemblies.
- o Each unit was provided with a Roster containing the names of enlisted members of the unit. The commanding officer was responsible for completing the Roster indicating whether each unit member participated in the survey. For those who did not participate, a reason was to be entered on the Roster, such as "no longer a member of the unit", "on initial active duty training," "away at service school", etc.
- o Upon completion of the survey administration, the commanding officer was responsible for returning all survey questionnaires and accompanying survey materials in one shipment directly to DMDC.

The survey was fielded in late November 1979. Approximately 39,000 enlisted personnel were assigned members of the 441 selected units at the time of the survey administration. About 70 percent of the data collection was completed between December 1979 and March 1980. However, logistical considerations of survey administration during regular drill assemblies and operational requirements such as special maneuvers, call-ups, etc. which introduced irregularities into unit activities, delayed completion of data collection until July 1980. Since then, questionnaires have been edited and converted into machine-readable files currently being analyzed.

ACKNOWLEDGMENTS

The research described in this note reflect the work, guidance and dedication of many individuals in several organizations. We welcome the opportunity to acknowledge them here.

The authors wish to thank the many individuals in the Department of Defense and the Army Reserve Components who have contributed to this research project by giving freely of their time and providing valuable technical and administrative support. Special thanks are due to Colonel Jack Lilley, Director, Manpower Directorate, Office of the Deputy Assistant of Defense (Reserve Affairs) who guided the work, and together with Colonel Danny Burkhard and other staff members, helped avert many crises along the way. For helping us to better understand the universe from which the samples were drawn and the procedures necessary to field the survey we thank the following people: Barbara Taylor and Major Steve Renner of the National Guard Bureau; the Adjutants General of all the states included in the Army National Guard sample; Lieutenant Colonel Earl Drane and Lieutenant Colonel Gene Venzke of the Office of the Chief of the U.S. Army Reserve; and Lynn Harper, FORSCOM. Special note should also be made of the unit commanders of all sampled units who cooperated in the conduct of this study and who were responsible for the actual data collection.

At the Defense Manpower Data Center (DMDC), several individuals should be singled out. Gwen O'Neill implemented the sampling plan described in this document and was responsible for many sample verification activities and the transfer of sample tapes and unit rosters to the data processing contractor. Without her care, patience, and humor the survey could not have been fielded on time. Planning for the return of questionnaires was under the direction of Zietta Ferris, who was subsequently responsible for all document receipt and editing, assisted by Catherine Dozier.

Dennis Dillon of the Intran Corporation, the optical scanning contractor responsible for the mailout and initial processing of questionnaires, worked closely with the Rand and DMDC team.

Our colleagues at the Rand Corporation shared their insights and experience with us in the development of the questionnaires and the overall design of the survey. We would especially like to acknowledge the efforts of Burke Burright, Cheryl A. Cook, James H. Hayes, William P. Hutzler, William McNaught and Roberta Smith. Jane Morse carried a major share of the responsibility for conducting the pretests and revising the questionnaires. Jack Seinfeld provided computer support during the sample design and selection phases of our work. Maureen David and Debbie Peetz produced printer-ready questionnaires for the 1979 Reserve Force Personnel Survey and all the documents required for fielding the survey. The production of printer-ready questionnaires for the 1979 Reserve Force Commander Survey and the 1979 Reserve Force Unit Survey was completed under the supervision of Dianne Reingold in Rand's Survey Production Unit. Barbara A. Eubank provided assistance in producing the final document.

The authors are solely responsible for any errors or omissions that may remain.

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I. INTRODUCTION

The 1979 Reserve Force Studies Surveys make up one of several interrelated data collection efforts of the Rand-DoD Survey Group, a component of Rand's Manpower, Mobilization and Readiness Program sponsored by the Office of the Assistant Secretary of Defense (Manpower, Reserve Affairs and Logistics)--OASD (MRA&L). The survey group's objectives include a systematic examination of, and provision of policy-sensitive information about, the military life cycle. The military life cycle includes both reserve and active force enlistment decisions, career orientations, responses to policies that affect military members and their households, and decisions to leave the military.

The survey group has, to date, designed and administered three military life cycle surveys:

- o The 1979 DoD Survey of Personnel Entering Military Service, administered to enlistees at the Armed Forces Entrance Examination Stations (AFEES) immediately after the enlistees were sworn in;
- o The 1978 DoD Survey of Officers and Enlisted Personnel, which focused on the in-service population, i.e. the men and women on active duty in the four services; and
- o The 1979 Reserve Force Surveys, administered to enlisted personnel and officers in the Army Reserve and Army National Guard.

Future surveys may include other military populations, e.g., reservists in the Navy or Air Force, as well as other junctures in the military life cycle, e.g., separation decision.

The purpose of the 1979 Reserve Force Studies Surveys is to provide the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs) [ODASD-RA] and the Army Reserve Components with data that can be used to support policy formulation and research on reserve force manning problems. The data gathered in the 1979 Reserve Force Studies

Surveys will permit analyses of factors underlying the success or failure of unit manning and will provide a unique description of the men and women currently in the Army Reserve Components.

The survey was fielded in late November 1979 to a sample of 224 Army National Guard units and 217 Army Reserve units throughout the United States. Approximately 39,000 enlisted personnel were assigned members of the selected units at the time of the survey administration. About 70 percent of the data collection was completed between December 1979 and March 1980. However, the logistics of survey administration during regular drill assemblies, as well as operational requirements such as special maneuvers and call-ups, etc. which introduced irregularities into unit activities, delayed completion of data collection until July 1980. This note is one of a series that will provide the rationale, overall design, and the documentation for the 1979 Reserve Force Studies Surveys.

This note describes the rationale and policy background for the study, the survey design, and the sample design and selection, together with the model developed for survey administration. Section II describes the policy and research rationale, as well as the analytic objectives and overall design of the 1979 Reserve Force Studies Surveys. Section III describes the sampling plan and sample selection process that Rand developed for the administration of this survey. Section IV describes the questionnaire development process and summarizes the contents of the questionnaires. Section V describes in detail the model developed for the survey administration and the operational organization of the survey. The major components of the survey operations are then outlined: advance coordination, field procedures and sample accountability. In conclusion, Section VI summarizes the pre-field administrative experience and identifies several issues for further consideration by ODASD-RA and the Army Reserve Components.

II. THE SURVEY DESIGN

POLICY RATIONALE

The Armed Forces Selected Reserves consist of civilians who regularly attend and are paid for military drills--the so-called "weekend warriors." These reservists are organized into six components: the Army and Air National Guard and a separate reserve component for the Army, Navy, Marine Corps and Air Force. The Army and Air National Guard, which contain over one-half of Selected Reserve personnel, are organized in every state. They have both wartime and peace-time functions. In peacetime they are under the control of the Governor of each state, and they perform several functions related to civil order and emergency relief. In wartime, control of these units reverts to the President and they would deploy with the active force and other reserve units. In contrast, the Selected Reserve components of each of the services exist solely to provide a wartime capability and are organized as a part of each of the military services.

The primary wartime mission of the Selected Reserves is to provide trained combat and combat support units capable of rapid deployment. These units would be used primarily in a high intensity conflict, e.g., a NATO scenario that lasted longer than a few weeks. In such a conflict, certain Selected Reserve units would begin deploying within weeks, and all units would be deployed within the first year. In such situations, the active force of 2.0 million would be reinforced by Selected Reserve units, which currently number around 800,000. The United States' ability to successfully sustain protracted high intensity conflicts thus critically depends on the Selected Reserves.

At the end of fiscal 1979, the strength of the Selected Reserves was about 807,000. As seen from Table 1, strength has declined since 1970 by 18 percent. While the Air National Guard and the Air Force Reserves have gained in strength over this period, the other four components have experienced significant declines. The decline in Navy Reserve strength can be attributed to change in mission requirements; the decline in the Marine and Army Components can be traced to the transition to an All-Volunteer Force (AVF).

Table 1
 SELECTED RESERVES STRENGTH BY COMPONENT, 1970-1979
 (In thousands)

Year	Army National Guard	Army Reserves	Naval Reserves	Marine Corps Reserves	Air National Guard	Air Force Reserves	DOD Total
1970	409	261	128	49	90	50	987
1971	402	263	130	47	86	50	978
1972	388	235	124	41	89	48	925
1973	386	235	126	38	90	44	919
1974	403	235	115	31	94	46	925
1975	395	225	98	32	95	51	896
1976	362	195	97	30	91	48	823
1977	355	189	90	31	92	50	808
1978	341	186	83	33	92	54	788
1979	346	190	88	33	93	57	807

SOURCE: Official Guard and Reserve Manpower Strengths and Statistics, September 30, 1979.

The draft not only supplied people directly to the active Army, but indirectly supplied personnel to the other active services and to the Reserves. This indirect effect occurred because a person could choose to enlist in the Reserves (or other active components) before being drafted. Reserve enlistment was the choice of many, since after initial full-time training, participation required the least disruption in their civilian lives. This effect was so strong during the draft that the supply of people waiting to enter the Reserves exceeded the Reserve accession requirement. These queues rapidly disappeared in 1973—the first year in which no youth were drafted.

With the decline in these draft-motivated, nonprior service (NPS) accessions, the Reserves began to rely more heavily on veterans from the active force, i.e., prior-service (PS) accessions. Due to the large

active force sizes during the Vietnam war, there was an expanded pool of veterans in the late 1960's and during the 1970's. However, the strength of the active military components declined by 39 percent between 1968 and 1974, from a Vietnam peak of 3.5 million to 2.2 million. Besides the smaller active force size, the veteran pool has also declined because people entering the AVF are serving longer periods. The effect of this decline in the veteran pool on Reserve accessions is gradual, since there often is a delay of several years between an individual's leaving the Active service and his joining the Reserves. The full impact of a decline in prior-service accessions will not be felt by the Reserves until the early 1980's. As a result of the decline in the 17- to 21- year-old population pool, the outlook for nonprior service accessions is also pessimistic. This pool peaked in 1979, but will decrease by almost 25 percent between 1979 and 1995.

As a result of these decreasing accession pools, the Army Reserve Components will face a more difficult recruiting environment in the 1980's. Reserve strength could decline even further unless policies can be implemented which maintain accessions levels or reduce attrition.

In the past few years, many proposals have been made for increasing reserve manpower supply and reducing attrition; some of these have been implemented and others are being considered. Some of these proposals are simple extensions of programs judged to be successful in the active force but which have not been tried in the reserves. These programs include enlistment and reenlistment bonuses, educational incentives, and expanded recruiting resources. These kinds of direct economic incentives and recruiting resources have been a major factor in achieving manpower objectives for the active force in the AVF environment. Consequently, it was natural to look to these programs for a solution to the problem of reserve manning.

There is increasing evidence, however, that an equal percentage increase in direct monetary incentive may not be as effective for attracting reservists as for active force personnel. Two possible reasons exist for this. First, reservists are primarily individuals with full-time civilian employment for whom participation is a "moonlighting" activity and for whom reserve income constitutes only

about 7 percent of their after-tax income. Raising reserve wages causes only a small change in total income.

Secondly, for many individuals it appears that reserve participation is a substitute for other forms of leisure or association membership, rather than primarily a way to earn additional income. If this is true, then the nonmonetary benefits of participation may play an important role in reserve participation. Such factors as the status of the individual's position in the reserves, the social and job environment of the unit, satisfaction with training, and the quality of equipment and leadership may play an important role in a reservist's decision to remain a member.

These nonmonetary considerations have led to proposals which would improve training, equipment, facilities and local organizational resources (full-time technicians and training NCO's). It has also been proposed that grades and positions be restructured. The proposals have received strong support from the Reserves themselves, perhaps because such programs would partially redress the "second class citizen" status long felt by the Reserves with respect to the active force.

It has also been suggested that reserve units and requirements are not geographically distributed to take advantage of population distributions and the different propensities to enlist among different segments of the population. This has led to proposals for a geographical realignment of units and/or requirements. The results would lead either to increased manning at the same overall costs or to the same manning levels at reduced cost levels.

The different proposals arise out of different explanations for the reasons which motivate individuals to participate in the reserves. They can be characterized as affecting

- o The economic or demographic environment in which reserve units are located,
- o Policies internal to the general military environment but somewhat independent of unit control; i.e., set at the national rather than the unit level, and
- o Unit policies which shape the internal structure and environment of the reserve unit.

Deciding which strategy will be most effective in improving Reserve strength may not have to depend on intuitive judgment. By now, almost 6000 Army Reserve and National Guard units have experienced 6 years of the AVF environment. During this time, not all Reserve units have had manning problems. In 1978, for example, 23 percent of all units in the Army National Guard were manned at 90 percent of their authorized strength. Some units have had more severe problems than others. At the same time, 27 percent of the units in the Army National Guard were manned at or below 70 percent of authorized strength. These manning differences among units provide a "natural experiment" which can be studied to discover some of the reasons for different manning levels. A comparative analysis of units manned at different levels can provide information for determining a general approach to Reserve manning. Such analyses can also help determine the type and level, as well as the geographical distribution, of policy initiatives which would be effective. For example, such an analysis might reveal that the population and economic characteristics of the community in which the unit is located are strong determinants of unit strength. Alternatively, we may find that certain types of units are more attractive, or that equipment is critical, or that unit leadership is decisive among determinants of membership levels.

When we considered various approaches to collecting data both for testing the various hypotheses about the cause of strength problems and for testing the effectiveness of different approaches to solving these problems, we decided that a survey of reserve units and their personnel would be required.

A few of the important sources of difference among units which led to this approach are described below.

First, average reserve compensation differs among reserve units. The grade structure of units can differ widely, thus presenting different actual pay and promotion opportunities. In addition, the civilian compensation received by reservists during summer camp participation can vary from unit to unit. The availability and utilization of reserve benefits such as education also varies.

Collection of data at the unit level is needed to accurately estimate actual reserve compensation and benefits and their possible role in both accession and retention. It is also clear that the nonmonetary benefits of participation can vary widely from one unit to another; again, measurement at the unit level can help identify these factors and their importance.

In addition, the characteristics of the community in which a unit is located and the methods used to recruit members and advertise reserve opportunities play a critical role in reserve manning. Reserve units exist in many different types of environments--from small towns with single units to large cities with competition from other units. Propensity for reserve participation will depend on civilian job opportunities in the area. Recruiting techniques and resources may also differ. Again only data collected at the unit level can reveal these differences.

The purpose of the 1979 Reserve Force Studies Surveys was to collect data that would allow analyses of reserve force unit manning problems and the assessment of strategies for improving reserve strength.

Our research strategy was to study a sample of 441 Army National Guard and Army Reserve units which have differed as to whether they are at their authorized strength or significantly below it, are in different geographical areas, and which vary in the characteristics of the community in which they are located as well as in their approaches to solving manning problems. We collected data from unit personnel--both junior and senior enlisted members and unit commanders--as well as data describing the characteristics of the unit and the community. Personnel data will illuminate the factors affecting the decision to enlist and subsequently reenlist in the reserve forces. These factors include, for example, family income, past military history, and conflicts between civilian job requirements and reserve participation. Data describing the characteristics of reserve units that encourage or discourage enlistment and reenlistment by local residents were collected; these include recruiting resources and strategies, equipment and facilities available for training, unit commander attitudes, available initiatives,

etc. Community data includes population, types and earnings of jobs available, and existence of other Reserve force units.

RESEARCH BACKGROUND

The 1979 Reserve Force Studies Surveys build directly on MRA&L-sponsored Rand research undertaken in previous years. In conjunction with its monitoring of the 1978 Selected Reserve Reenlistment Bonus Test Program, Rand designed a survey which was administered to participants in both control and test areas at the time of their reenlistment decision. That survey contained unique information on the primary labor force experience and wages of reservists as well as other previously uncollected demographic information. Analyses of both survey and administrative test results indicated that the survey data played a major role in interpreting the results of the experiment and in evaluating the effectiveness of the bonus as a tool for managing the reserve forces. This experience suggested that the design and evaluation of future reserve manpower policy initiatives would be aided significantly by the availability of individual and unit-specific data collected through carefully designed and administered surveys. Such data was collected through the unit-based surveys developed for the present study.

Although surveys of the active force, both in-service population and accessions, have been administered periodically by the Department of Defense for a number of years, no systematic effort to survey reservists was made prior to this study. The active force surveys have provided data for addressing policy issues in recruiting, attrition and retention. Survey data collected from reservists may prove to be even more useful, given the special nature of reserve membership. As indicated earlier, reserve participation is a secondary job for most members. The decisions to join and separate from the reserves depends primarily on the individual's personal and household characteristics and on a range of factors related to his civilian job and life. Data on personal characteristics available from reserve administrative records is quite limited, and information about civilian labor force participation as well as other aspects of the reservists' civilian life

is completely unavailable. In addition, as noted above, there is considerable variance in both the external and internal environments of reserve units. Only survey data can provide the information necessary for an evaluation of the importance of this variance in understanding manning levels.

In addition to the experience gained from the 1978 Bonus Test Program, the development of the current study benefited from Rand's redesign of two active force surveys, namely the 1979 DoD Survey of Personnel Entering Military Service (AFEES Survey) and the 1978/79 DoD Survey of Officers and Enlisted Personnel (DoD Survey). The AFEES Survey was administered to enlistees immediately after they were sworn into active military service. This entry level survey collected detailed information about the characteristics of the men and women who enlisted in the active force and provided extensive information about the events and motivations related to their enlistment. The DoD Survey was administered to in-service active force personnel from all four services. The DoD Survey was constructed to collect detailed economic and labor force data that provided comprehensive information on military family income and insights into the decisionmaking of military personnel. An approach analogous to both active force surveys was utilized in the current survey, i.e., it was designed to allow comparisons with the data bases created as part of the 1978 DoD Survey and 1979 AFEES Survey.

The design of the 1979 Reserve Force Studies Surveys also benefitted directly from Rand's state-level, cross-sectional analysis of Selected Reserve strength. The cross-sectional analysis indicates that economic characteristics of a state do influence Reserve participation rates, but regional effects, which vary by component, are also present.

OVERALL DESIGN

Rand's review of past survey efforts with the Reserve population, and our assessment of the policy discussions which could profit from survey data, suggested that the 1979 Reserve Studies Surveys should focus on reserve force unit manning and assessment of strategies for improving manning in the Army National Guard and Army Reserve, where

manpower shortfalls are most severe. The objectives of this study were to

- o Collect data on those factors operating within the unit which, when combined with data describing the surrounding community, will explain differences in Reserve unit manning;
- o Collect data on factors influencing enlistment and reenlistment decisions;
- o Collect descriptive statistics from a representative sample of the Reserve Force population; and
- o Provide a baseline data set for a Reserve Force population sample which can be monitored in the future to study attrition.

The 1979 Reserve Force Studies Surveys are a set of data collection efforts through which several types of data are assembled. Primarily, the surveys were designed to support research into factors underlying the success or failure of units in meeting manning objectives. To meet this goal, data were collected on unit characteristics, unit personnel, unit organization and programs. When combined with the collection of aggregate statistics for understanding the economic and reserve environments in which units, and subsequently individuals, operate, this study will provide an assessment of the reasons for different unit manning levels. Secondly, these surveys provide data on individual level behavior in the Selected Reserves. This aspect of data collection focused on factors related to enlistment and reenlistment and influence of various incentives and reserve programs on individual behavior. Finally, these surveys collected a set of descriptive statistics about the reserve force population which currently is not routinely collected from personnel. The surveys are the analogue of the 1978 DoD Survey of Officers and Enlisted Personnel, appropriately modified to the reserve force population. These personnel descriptions will be useful in a number of reserve force policy areas. In addition, this survey defines a reserve sample for possible later follow-up; e.g., in order to study attrition.

To collect these data, four instruments were developed for the 1979 Reserve Force Studies Surveys:

- Form 1 1979 Reserve Force Personnel Survey of junior enlisted personnel in grades E1-E4.
- Form 2 1979 Reserve Force Personnel Survey of senior enlisted personnel in grades E5-E9.
- Form 3 1979 Reserve Force Commander Survey which was completed by unit commanders of sampled units.
- Form 4 1979 Reserve Force Unit Survey which was completed by the unit commander or another unit member who was familiar with unit data, usually the unit technician.

Each of the four questionnaires developed for this study and related data collection activities will be discussed in more detail in Section IV.

III. THE SAMPLING PLAN

As noted above, one objective of the 1979 Reserve Force Surveys was to gather statistics that would characterize the Army Reserve and National Guard populations. A random sample of individuals from each organization would allow this type of characterization. Reservists could easily be randomly sampled using personnel tapes and questionnaires mailed to their home or unit address. A review of prior experience in Reserve surveys suggested that mailing surveys to reservists and relying on them to return questionnaires, without an interface at the unit level, leads to response rates as low as 20 percent, and certainly no higher than 40 percent. Low response rates can lead to serious bias in population statistics and effectively defeat the original purpose of random sampling.

An alternate method that would still involve random selection, but would improve response rates, is to sample Reserve units, i.e., a cluster sample. Unit sampling requires drawing a random sample of units and administering questionnaires to each unit member. Unit sampling reduces mailing and administrative costs and, most importantly, simplifies preparation and follow-up procedures to insure high survey response levels. By placing the administrative responsibility on the unit, we could monitor the fieldwork effectively. Response rates could probably be raised to 50 to 70 percent through such procedures. Cluster sampling is statistically less efficient than simple individual random sampling. However, the potential improvement in response rates and the smaller administrative costs were decisive in our selecting cluster samples for meeting the random sample requirement.

A second study objective—the study of determinants of unit manning levels—required two separate samples. The first sample would be a random sample of units. With such a sample, models of the determinants of unit manning levels developed with the data collected could confidently be used to predict policy impacts for policies applied to all Reserve units.

The random sample of units selected for studying the Reserve populations described above, could also be used for studying unit manning levels. However, a second type of sample is also required in order to identify factors that distinguish units at full strength from units below strength. Two groups of factors hypothesized as important in our analysis were community characteristics and internal unit organizational variables. Isolation of these factors requires that we sample units where other factors influencing unit strength are held constant.

It is well known that unit manning levels depend on the size and type of the unit. Smaller units (some have as few as 10 members) are much easier to man than larger units. Also, units which have support functions (transportation, supply, maintenance) have higher manning levels than combat units. A sample of specific types of units, for instance, artillery, that have exactly similar manpower demand characteristics (similar size, skills and grade structure) would provide better discrimination than a random sample for studying such factors as community and organizational variables. We wanted to target part of our sample on specific types of units which have more difficulty with manning, but where within the unit types some units were up to strength while others were far below strength. This "case study approach" would allow the best opportunity to identify the more "invisible factors" which may have implications for unit manning policy.

The combination of sampling requirements described above resulted in the selection of four separate and independent samples. A random sample of units was selected from the Army National Guard and one from the Army Reserve to satisfy the requirements for a random sample of individuals and a random unit sample. Two case study unit samples were chosen from the Guard and Reserve consisting of specific types of units (infantry, combat support, etc.).

SAMPLE DESIGN: ORGANIZATIONAL CONSIDERATIONS

The unit sampling plan for the survey was complicated by the heterogeneity of the unit structure of each component. Selected Reserve units vary widely by size and function. Units can be as small as a few members and as large as several hundred (see Table 2). National Guard

Table 2
DISTRIBUTION OF ARMY RESERVE AND NATIONAL GUARD UNITS BY SIZE
AND STRENGTH LEVELS*

Authorized Unit Size	ARMY RESERVE		NATIONAL GUARD	
	Number of Units	Average Strength Level*	Number of Units	Average Strength Level*
0 - 40	1576	.92	205	1.11
41 - 100	594	.81	1108	.89
101 - 161	393	.69	1305	.83
162+	351	.65	515	.80
Total	2914	.83	3133	.86

SOURCE: 1978 FORSCOM 1R/2R File.

*Actual strength/authorized strength.

units tend to be larger, more uniform in size and higher in strength levels than Army Reserve units. A clear trend exists, however, for both components: larger units have more difficulty meeting manning objectives than smaller units. A breakdown of Army National Guard and Army Reserve units by functional type shows the Guard to be less diverse than the Army Reserve (see Table 3). Guard units are predominantly combat units, while Army Reserve units are predominantly support units.

Table 3

**BRANCHES AND PERSONNEL STRENGTHS OF
ARMY NATIONAL GUARD AND ARMY RESERVE UNITS**

Branch	Code	Number of Units	Average		
			Authorized Strength	Actual Strength	Strength Level*
ARMY NATIONAL GUARD					
Air Defense	AD	47	104	96	.93
Adjutant General	AG	15	165	129	.82
Armor	AR	389	107	88	.83
Aviation	AV	29	113	97	.68
Combat Support	CS	337	131	115	.98
Engineer	EN	410	131	113	.92
Field Artillery	FA	553	94	76	.81
Finance Corps	FI	12	82	68	.90
Infantry	IN	666	146	115	1.10
Logistics	LG	10	115	103	.92
Medical	MD	157	69	68	.96
Military Intel.	MI	4	201	183	.92
Military Police	MP	141	115	101	1.06
Ordnance Corps	OD	11	60	55	.91
Signal Corps	SC	146	142	105	.80
Special Forces	SF	29	54	50	.94
Trans. Corps	TC	124	99	95	.83
Field Artillery	FA	1	86	93	1.08
Air Defense	AD	1	87	82	.94
Public Affairs	PA	49	9	11	1.20
Total		3131			
ARMY RESERVE					
Adjutant General	AG	86	74	50	.81
Armor	AR	13	106	81	.79
Army Security	AS	27	95	69	.77
Aviation	AV	2	157	131	.83
Civil Affairs	CA	43	80	73	.92
Chemical	CM	79	36	22	.81
Combat Support	CS	197	134	87	.89
Engineers	EN	262	121	82	.80
Field Artillery	FA	92	88	54	.65
Finance Corps	FI	13	77	61	.91
Infantry	IN	59	139	73	.66
Judge Advocate	JA	114	3	3	.90
Logistics	LG	10	172	160	.97
Medical	MD	286	86	54	.79
Medical History	MH	11	2	2	1.05
Military Intel.	MI	113	22	20	.94
Military Police	MP	121	76	56	.87
Ordnance Corps	OD	37	98	71	.78
Public Affairs	PA	22	12	10	.81
Psychological	PO	31	76	57	.75
Quartermaster	QM	32	95	70	.55
Signal Corps	SC	28	153	90	.80
Special Forces	SF	30	75	72	1.00
Transportation C.	TC	128	102	75	.77

SOURCE: 1978 FORSCOM 1R/2R File.

*Actual strength/authorized strength.

Table 3 (continued)
 BRANCHES AND PERSONNEL STRENGTHS OF
 ARMY NATIONAL GUARD AND ARMY RESERVE UNITS

Branch	Code	Number of Units	Average		
			Authorized Strength	Actual Strength	Strength Level*
Misc includes					
Units in:					
Tng Division		967			
Hospitals		21			
Garrisons		9			
Radio Stations		7			
Dental Service		17			
Reception Cnt.		11			
Other		46			
Total		2914			

The heterogeneity of the units poses a problem for a unit sampling plan. Namely, if the characteristics of personnel within different sizes of units differ widely, a random sample of units would contain a disproportionate number of small units. This problem is more serious for the Army Reserve than for the National Guard. As seen in Table 2, 53 percent of Reserve units but only 6 percent of National Guard units are authorized for 40 or less people. To insure a representative sample of different size units for the Army Reserves, the random sample was stratified by unit size. For the National Guard, the random unit sample was not stratified.

SAMPLE DESIGN: SAMPLE SIZE CONSIDERATIONS

To support research in a broad range of policy concerns, estimating sample sizes required establishing certain minimum standards for the number of required returned questionnaires in specific Reserve personnel groups. We identified Reserve groups that have different behavior characteristics and for which separate personnel policies exist. In particular, we wanted sufficient sample sizes so that data would be

available with which to study the entire Reserve life cycle from entrance to retirement. Separate research efforts would be directed toward first-term reservists (1-6 years), mid-career reservists (7-12 years), career reservists (13-20 years) and those eligible for retirement (20+ years).

Two other subpopulations of interest were non-prior service and prior service reservists since significantly different accession policies govern these two groups. To collect data with which to address these different policies, separate questionnaires were designed for E1-E4 personnel (predominantly non-prior service) and for E5-E9 personnel.

With random cluster sampling, the pattern of questionnaire returns for each group of analytic interest will match the Guard and Reserve population distribution (see Table 4). This distribution shows that most returns will fall in two groups (E1 to E4 with 1 to 6 YOS, E5 to E9 with 7 to 12 YOS). The first group will consist predominantly of non to prior service accessions, while the second group will consist of personnel making career reserve decisions. Both groups are of prime analytic interest and larger samples will allow more within-group disaggregation. The remaining four cells will have a significantly smaller number of survey returns. The overall sample size was determined so as to insure a statistically adequate sample for these smaller cells. In particular, we established that the number of expected returned surveys in each of these cells should exceed 300. Assuming a response rate of 70 percent, the total number of units sampled for the random unit sample would be in the range of 100 to 125 for each component, or approximately a 3 to 4 percent sample of units.

For the National Guard, a simple random number generator was used so that the total number of units sampled would be in the 100-125 range. This resulted in 113 units being selected in the National Guard, or 3.6 percent of the units. These 113 units would result in the expected distribution of returned questionnaires, by paygrade, shown in Table 5.

For the Army Reserve, units were first stratified by unit size. As noted above, a pure random sample of units would produce a very large

Table 4
 ENLISTED PERSONNEL IN THE ARMY NATIONAL GUARD AND
 ARMY RESERVE, BY YEARS OF SERVICE AND PAYGRADE
 (In Thousands)

Years of Service	Pay Grade		Total
	E1-E4	E5-E9	
ARMY NATIONAL GUARD			
1 to 6	139	24	163
7 to 12	20	77	97
13 to 20	1	28	29
Over 20	0	18	18
Total	160	147	307
ARMY RESERVE			
1 to 6	63	17	80
7 to 12	10	44	54
13 to 20	0	13	13
er 20	0	8	8
1	73	82	155

SOURCE: Official Guard and Reserve Manpower
 Strengths and Statistics, September 30, 1979.

number of units with few people. Reserve units were stratified into four size groups with equal probabilities for selection being assigned in each category. The sample selected consisted of 109 units, almost evenly divided between the different stratification groups (see Table 6). represents 3.7 percent of Reserve units and will result in the expected distribution of returned questionnaires shown in Table 5.

CASE STUDY SAMPLES

The impact of community characteristics and organizational environment variables on strength can best be studied where other

Table 5
 EXPECTED NUMBER OF QUESTIONNAIRES RETURNED IN THE
 RANDOM SAMPLES OF THE ARMY NATIONAL GUARD
 AND ARMY RESERVE

Years of Service	Pay Grade		Total
	E1-E4	E5-E9	
ARMY NATIONAL GUARD			
1 to 6	3500	600	100
7 to 12	500	2000	500
13 to 20	--	700	700
Over 20	--	400	400
Total	4000	3700	700
ARMY RESERVE			
1 to 6	2200	600	800
7 to 12	400	1600	000
13 to 20	--	500	500
Over 20	--	300	300
Total	2600	3000	600

characteristics are held constant. In particular, we chose two case study samples, with three unit types in each, where the mission authorized strength and position structure of units were identical.

The type of unit included in the case study samples had to meet several criteria. First, a sufficient number of identical units of a certain type had to exist. In order to obtain a reasonable geographical dispersion and allow for different organizational environments, a minimum threshold of 25 units was established. Second, we wanted to select unit types where the average strength for all units of that type was significantly below full strength. Third, individual units within a group of units of the same type had to show a reasonable dispersion of strength levels, i.e., some units at or above full strength and others significantly below strength. Fourth, we wanted to include in the case studies both combat and support types of units.

Table 6
 SAMPLE SELECTION STATISTICS FOR THE
 ARMY NATIONAL GUARD AND ARMY RESERVE RANDOM SAMPLES

Unit Size	Number of Units		Population		Average Personnel Strength	
	Universe	Sample	Universe	Sample	Universe	Sample
ARMY NATIONAL GUARD						
0-40	205	4	4,700	140	22.7	35.0
41-100	1,108	46	73,800	3,036	66.5	66.0
101-161	1,305	46	141,900	5,000	108.7	108.7
161+	515	17	84,200	2,697	163.6	158.6
	3,133	113	304,600	10,873	97.2	96.1
ARMY RESERVE						
0-40	1,576	27	23,800	557	15.0	21.4
41-100	594	26	35,000	1,471	58.9	56.6
101-161	393	27	34,800	2,413	91.2	89.4
161+	351	29	85,700	3,523	142.0	121.5
	2,914	109	180,300	7,964	49.5	73.0

The six unit types for the case studies were selected from listings of Guard and Reserve units sorted by component (Guard and Reserve), branch (Infantry, Armor, Transportation, etc), authorized strength and actual strength. For the Army National Guard, the three types of units chosen were Infantry, Armor and Engineer. For the Army Reserve, the three types were Transportation, Engineer and Combat Support (see Table 7).

Within each unit type, the set of units were categorized by actual strength into thirds (high, medium and low strength). Individual units within each unit type were predominantly selected from the high and low strength groups.

Table 7
INITIAL SAMPLE STRATIFICATION FOR ARMY NATIONAL
GUARD AND ARMY RESERVE UNITS

Cell# Number	Cell# Code	Type of Unit	Number of Units Selected
ARMY NATIONAL GUARD			
1	AR	Armor	44
2	EN	Engineer	28
3	IN	Infantry	47
4	R	Random	113
Total			232
ARMY RESERVES			
8	CS	Combat Support	51
9	TC	Transportation Corps	49
10	EN	Engineer	27
11	R	Random	109
Total			236

*The term "cell" is used descriptively. As discussed in the text, four independent samples were selected. The Army National Guard case study sample consists of three unit types (numbers 1-3) and a random sample (number 4); the Army Reserve case study sample consists of three unit types (numbers 8-10) and a random sample (number 11).

An examination of the units initially selected indicated that some units had been selected twice, once as part of the random sample and once as part of the case-study sample, i.e., selected because they have a specific mission. In the Army National Guard, 7 duplicates were selected; in the Army Reserves, 10 duplicates were selected. The total, then, was 451 distinct units, 226 in the United States Army Reserve (USAR) and 225 in the Army National Guard (ARNG).

SAMPLE IMPLEMENTATION

The next phase of sample-related activities consisted of obtaining additional information about each unit for planning and conducting the data collection. Since the FORSCOM 1R/2R file used for selecting the

sample contained information as of 30 September 1978, we first needed to verify that units selected had not been reorganized or inactivated in the intervening period.* If so, supplementary sample selection would be required. Once the verification was completed, the most current mailing address and pay grade distributions would be needed for each unit. As discussed below, separate survey questionnaires were designed for junior enlisted personnel (E1 to E4) and senior enlisted personnel (E5 to E9). Thus, we needed personnel distributions in order to send the correct number of each type of questionnaire to each unit. Since the processes of sample verification and obtaining the additional information were slightly different in each of the Components, they are described separately below.

IMPLEMENTING THE UNITED STATES ARMY RESERVE SAMPLE

For this study, Rand's contact at the Office of the Chief, Army Reserve (OCAR) was the US Army Reserve Manpower Program Team, HQDA(DAPE-MBM). In September, 1979 a list of the sampled units was transmitted to this office for verification, unit addresses and pay grade distributions. For the next several weeks, multiple iterations about this information took place.

In the first stage of verification it was found that we had sampled a very large hospital and several units located in Puerto Rico. Rand, ODASD(RA), and OCAR felt that the hospital unit would be quite atypical of the Army Reserves and that, for administrative reasons, units in Puerto Rico should be eliminated. It also appeared that we had sampled five units which had been inactivated and for which substitutions were required. Unfortunately, several of the substitutions also proved to be inactivated, thus leading to yet another sampling iteration.

To meet the fieldwork schedule the verification was completed in early October, 1979; the final sample was defined as the 220 units verified by OCAR as active and being in CONUS.

In the course of verifying the sample and obtaining addresses, an organizational aspect of USAR units with analytic and fieldwork

*See FORSCOM pamphlet 135-3, FORSCOM Evaluation Book, 1979 Department of the Army, Headquarters, U.S. Army Forces Command, Fort McPherson, Georgia 30330.

implications came to our attention. Namely, a unit which is defined as a single entity in all of the force statistics and on the computer files which we had been using for sampling purposes may, in fact, be organized in sub-units which may drill at different times and in quite separate geographical locations. For example, we found that a unit located in Dodgeville, Iowa, has a detachment in Dubuque, Iowa, or a unit in Bismarck, North Dakota, has one section in Minot and another in Fargo.

The existence of these "split" units had immediate implications for the contents of the questionnaires, for the procedures planned for mailout of survey materials, and for data collection. Since we had assumed that all unit members meet and drill at a single location, items in the questionnaires needed to be modified to accommodate multiple locations. The modifications were especially important in the questionnaire for the unit commander and in the questionnaire designed to collect basic factual information about each sampled unit.

At the start of the fieldwork, OCAR had identified a total of 22 "split" units in the USAR sample; three of these units were determined not to be "split" in the course of the fieldwork. In late October, 1979, we were informed by OCAR that an additional three sampled units either had been inactivated in the previous 30 days or were scheduled for inactivation in the next few months. These were dropped from the fieldwork sample; however, the schedule did not allow for substitutes to be selected.

Concurrent with the verification of the sampled units through OCAR, the Defense Manpower Data Center (DMDC) was preparing sample-related materials for the data collection and subsequent sample accountability (see SAMPLE ACCOUNTABILITY, Section V below). This included preparing a data file which would contain the personnel records of individuals who were members of sampled units at the start of the fieldwork and who would be receiving questionnaires. Using the identifiers of the sampled units, this data file was created as an extract from the Reserve Components Common Personnel Data System (RCCPDS). The most current RCCPDS file available for the Army Reserves was as of 31 July 1979.

As a by-product of this DMDC activity, we had the information with which to further verify our sample. Specifically, we could compare the

strength information from the 1978 FORSCOM 1R/2R file, OCAR and DMDC's RCCPDS extract. Since the data available from each of the sources was for a different time point, some differences were expected. Major discrepancies, however, were identified and resolved.

IMPLEMENTING THE ARMY NATIONAL GUARD SAMPLE

The Office of Policy and Liaison, National Guard Bureau, worked with Rand in verifying the sample, calculating pay grade distributions for the sample and providing unit mailing addresses to DMDC. Of the 225 selected for the sample, the National Guard Bureau found that six were inactive at the end of September, 1979 and required substitution. One sampled unit was located in Puerto Rico; it was omitted from the sample but not replaced.

Identification of "split" units in the Army National Guard was more difficult than it had been in the Army Reserve. Whereas OCAR was able to identify "split units" with some confidence, the National Guard Bureau provided us with a tentative list and urged verification with the Adjutant Generals of each State containing any sampled units. Telephone contact with each of the 43 Adjutant General in states with sampled units identified a total of 55 split units. No additional "splits" were identified in the course of the fieldwork.

As was described for the USAR sample, DMDC created a personnel tape for the Army National Guard from the RCCPDS. The most current RCCPDS file available for the Army National Guard was as of 31 August 1979. No special problems with the sample were detected in the course of this work.

FINAL SAMPLE

The final sample for these surveys is summarized in Tables 8 and 9 below. Table 8 shows the number of individuals, by paygroup, in Army National Guard and Army Reserve sample units who were assumed to be members at the start of the fieldwork. As noted above, these personnel counts were obtained from the RCCPDS. Since these counts reflect actual strength several months prior to fieldwork (August for the Army National Guard and July for the Army Reserves), they were only our best estimates

Table 8
ESTIMATED NUMBER OF PERSONNEL TO BE SURVEYED
IN THE 1979 RESERVE FORCE SURVEYS

Category	Army National Guard	Army Reserve
Unit Commanders	224	217
Enlisted Personnel		
E1-E4	11,275	10,193
E5-E9	8,795	8,756
Total	20,072	18,949

of the number of individuals who would be surveyed. Table 9 indicates the number of units in each of the samples for both components.

The geographical distribution of the combined samples, by state, is shown in Table 10. Finally, a complete list of the sampled units, showing precise locations, strength levels and other sample related characteristics is provided in Appendix A.

Table 9
FINAL SAMPLE STRATIFICATION FOR ARMY NATIONAL
GUARD AND ARMY RESERVE UNITS

Cell# Number	Cell# Code	Description	Number of Sample Units
ARMY NATIONAL GUARD			
1	AR	Armor	42
2	EN	Engineer	25
3	IN	Infantry	44
4	R	Random	106
5	R-AR	Random-Armor	2**
6	R-EN	Random-Engineers	2**
7	R-IN	Random-Infantry	3**
Total			224
ARMY RESERVE			
8	CS	Combat Support	45
9	TC	Transportation Corps	45
10	EN	Engineer	21
11	R	Random	99
12	R-CS	Random-Support Command	4**
13	R-TC	Random-Transportation Corps	1**
14	R-EN	Random-Engineers	5**
Total			220***

*The term "cell" is used descriptively to facilitate subsequent analysis of the data files. For example, an analysis of the random sample in the Army National Guard would combine units flagged as numbers 4-7, while an analysis of the infantry units in the Guard case study sample would combine units flagged as 3 and 7. See text for discussion.

**These units were selected twice; i.e., once as part of the specialized case study sample and once as part of the random sample. If they are counted twice, the segments of the sample are as follows:

Army National Guard		Army Reserve	
Case Study	= 188	Case Study	= 121
AR = 44		CS = 49	
EN = 27		TC = 46	
IN = 47		EN = 26	
Random	= 113	Random	= 109
Total	= 231	Total	= 30

***Three Army Reserve units, all from the Random sample, were deleted at the start of the fieldwork. Thus, the number of distinct units in the sample is 217, and the number for analytic purposes, counting units selected twice as two units, is 227.

Table 10
DISTRIBUTION OF SAMPLED UNITS BY STATE

State	Army National Guard Units	Army Reserve Units	Total Units
Alabama	3	8	11
Alaska	3	0	3
Arizona	3	2	5
Arkansas	2	2	4
California	11	18	29
Colorado	2	2	4
Connecticut	2	2	4
Delaware	0	2	4
District of Columbia	0	0	0
Florida	5	4	9
Georgia	6	5	11
Guam*	0	1	1
Hawaii	0	1	1
Idaho	0	0	0
Illinois	4	8	12
Indiana	12	5	17
Iowa	5	4	9
Kansas	6	4	10
Kentucky	6	6	12
Louisiana	2	3	5
Maine	1	3	3
Maryland	6	8	14
Massachusetts	9	2	11
Michigan	7	6	13
Minnesota	7	6	13
Mississippi	3	2	5
Missouri	6	2	8
Montana	2	1	3
Nebraska	2	1	3
Nevada	0	1	1
New Hampshire	0	2	2
New Jersey	8	7	15
New Mexico	2	1	3
New York	18	16	34
North Carolina	5	7	12
North Dakota	4	1	5
Ohio	6	15	21
Oklahoma	9	5	14
Oregon	3	1	4
Pennsylvania	16	14	30
Rhode Island	1	0	1
South Carolina	5	1	6
South Dakota	2	0	2
Tennessee	2	2	4
Texas	9	10	19
Utah	3	2	4
Vermont	2	0	2
Virginia	4	6	10
Washington	2	5	7
West Virginia	2	2	4
Wyoming	0	0	0
Total	224	217	441

*All sampled units were located in the Continental United States (CONUS) with the exception of one unit from Guam.

IV. THE QUESTIONNAIRES

The questionnaire development process for major surveys can be described quite simply; actual execution, however, can become complex. After data requirements are identified, past data collection methods and formats for such data are reviewed. Questionnaires are then drafted, together with summaries of the intended use of the items. Substantive reviews are then conducted with analysts and clients, and pretests are conducted with representative samples of the population. After additional reviews and revisions, final questionnaires and summaries of analytic intent can be prepared.

IDENTIFICATION OF DATA REQUIREMENTS

The 1979 Reserve Force Studies Surveys are part of a study sponsored by the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs) [ODASD-RA] and endorsed by the National Guard Bureau and the Office of the Chief, U.S. Army Reserve. The overall purpose of the study is to analyze reserve force manning problems and to assess strategies for improving personnel strength in the Army National Guard and Army Reserve. The data gathered in the 1979 Reserve Force Studies Surveys will permit analyses of factors underlying unit manning success or failure and will provide a unique description of enlisted personnel currently serving in the Army Reserve components.

Analysts from Rand's Manpower, Mobilization and Readiness Program (MM&R) were responsible for the analytic design of the survey. In addition to input from MM&R staff who participated in the identification of data requirements for the study, Rand solicited input from staff members in Reserve Affairs and the Army Reserve Components who were working on reserve force policy issues. The list of potential variables generated by interested researchers was considerably longer than could be accommodated in the final questionnaires. Such a questionnaire would have required well over an hour of each respondent's time.

In the process of designing the questionnaires and reducing the proposed data requirements to a manageable quantity, three

considerations were paramount. First, variables were selected and items were designed so that the data collection would be comparable to the three recent DoD military population surveys designed by Rand and most closely associated with this study, namely: the 1978 Selected Reserve Reenlistment Bonus Test Program Survey, the 1979 DoD Survey of Personnel Entering the Military and the 1978 DoD Survey of Officers and Enlisted Personnel. Data from the current study will allow for comparative analyses of characteristics of active force and reserve force personnel. Next, priority was given to items which are routinely collected in the civilian sector, e.g., Current Population Survey, to allow for military-civilian comparisons. The reserve force population is one which routinely moves between being "civilian" and being "military". In designing this survey, we were especially sensitive to collecting data which would indicate the similarities and differences between "reservists as civilians" and other civilians, and also would help to understand their characteristics with respect to the active force population.

Finally, issues for study were evaluated to determine if they could be accommodated in the proposed sampling design. The sampling design necessary to study certain issues could not be accommodated in this study.

THE PRETESTS

The questionnaire design and development for this survey began after the basic decisions were made about the data requirements and the analytic orientations of the survey. In advance of finalizing data requirements and drafting pretest questionnaires, teams of Rand survey and analytic staff visited several reserve force units during monthly drill assemblies and annual training exercises. We felt that informal, semi-structured discussions with unit level reserve force personnel were required to understand the population and the reserve unit environment and to obtain information needed to refine data requirements so that appropriate pretest questionnaires could be developed. These informal interviews with junior and senior enlisted personnel, unit technicians and training NCO's as well as unit and battalion commanders proved to be

an essential part of the questionnaire development process, particularly for the Unit and Commander Surveys, which have no analogue in any of the military data collection efforts conducted by Rand.

After substantive reviews of draft items were completed, we prepared questionnaires for extensive pretesting with personnel from Army National Guard and Army Reserve. The format used for the pretest survey as well as the final survey was a self-administered questionnaire. The decision to use this form of data collection was the result of time, cost and operational considerations. This decision was made in recognition that self-administered questionnaires are subject to certain kinds of response bias; the most important of these relate to the respondent's interest in the subject matter and to his or her education.

In the design of the questionnaires, every effort was made to word questions clearly and to format questions with an eye towards making responding easy for the respondents. The pretesting of the questionnaire was oriented both towards detecting technical problems and identifying areas which were not clearly covered or understood by respondents. The pretest survey was designed to be administered in three (3) separate questionnaires--one Personnel Survey to be completed by enlisted personnel in all ranks (E1 to E9); one Commander Survey to be completed by unit commanders; and one Unit Survey which was also completed by unit commanders.

The pretest survey was conducted in two sessions with Army National Guard and Army Reserve personnel who were attending annual training exercises at Fort Drum, New York (August 7-8, 1979) and Fort Bragg, North Carolina (August 27, 1979). In selecting pretest locations and individual respondents, preference was given to the larger annual training bases which had a good mix of units with different missions (e.g., combat and combat-support, guard and reserve units), varying unit manning levels and from different geographical areas. During the first pretest, at Fort Drum, pretest questionnaires were completed with about 80 enlisted reservists and 25 commanding officers selected from several company sized units. The pretest questionnaire for enlisted members was administered to two groups of about 20 junior enlisted personnel in

Grades E1 to E4 and two groups of about 20 senior enlisted personnel in grades E5 to E9. In all, four two to hour sessions were conducted with reservists. A reasonable cross-section of paygrades, ethnic groups, and occupational specialties was represented in these sessions. Substantively, this pretest identified the need to make major revisions in the questionnaire designed for enlisted unit members. Specifically, the enlisted questionnaire had to be appropriately modified into two separate forms, one for junior enlisted personnel in Grades E1 to E4 and one for senior enlisted personnel in Grades E5 to E9. During the second pretest, the revised versions of the Personnel Survey were administered to approximately 20 enlisted reservists from several units attending summer camp at Fort Bragg, North Carolina.

The format of all pretest sessions was identical. First, the pretest questionnaires for enlisted personnel were administered in a group session by Rand survey administrators following a brief introduction and second, a group discussion was conducted to obtain respondents' overall reactions to the survey and to collect specific comments and problems.

Unit commanders who participated in the pretest were asked to complete the Unit Survey and Commander Survey questionnaires on their own time, not in a group session. Members of the Rand survey and analytic staff met individually with each unit commander after he had completed the pretest questionnaires to discuss reactions to the surveys and any recommendations for improving the questionnaires. In addition, between sessions and the end of the day, less structured discussions were held with various military personnel.

Our goal in conducting the pretest surveys was to determine whether the questionnaires developed for this study were workable and that results were consistent with budget and schedule assumptions. The response orientation identified at the pretests indicated that several technical and substantive modifications were necessary before the questionnaires could be finalized and fielded. As noted above, it became apparent that the analytic requirements for the Personnel Survey could not be met in one questionnaire because of the differences in education, reading abilities, military backgrounds and

experiences of junior enlisted personnel (E1 to E4) and senior enlisted personnel (E5 to E9).

In the original design of the pretest questionnaires, we developed a common set of items for personnel in all ranks as well as special clusters of questions which were for "E1 to E4 Only" or "E5 to E9 Only". Thus, the original pretest questionnaires contained many instructions directing respondents to skip certain groups of questions which did not pertain to their rank. This technique proved too difficult for the younger, less educated E1 to E4 personnel who did not follow skip instructions properly and failed to answer many questions. While the E5 to E9 pretest respondents had considerably less difficulty understanding the questionnaires and following survey directions, their reactions to the survey indicated that the pretest version was too long and unnecessarily burdensome. To decrease respondent burden and achieve the best possible response to the survey, two separate questionnaires were designed, one for E1 to E4 ranks only and one for E5 to E9 ranks only. Both forms of the Personnel Survey contain a common set of items as well as clusters of items which address different issues. Unit commanders' reactions to the pretest questionnaire designed for them suggested that the proposed series of economic questions about the respondent's civilian wages, spouse income, and total family income had to be modified and reduced because of their concerns about confidentiality and privacy.

The development of the final data collection instruments for the 1979 Reserve Force Studies Surveys emerged as a compromise between what was analytically desirable and what was operationally feasible. administration and analyses of results led to refinements in the analytic design and modifications of data collection procedures to aid respondent recall, avoid respondent fatigue, and achieve the best possible response.

QUESTIONNAIRE CONTENTS

As indicated in earlier sections, the 1979 Reserve Force Studies Surveys is composed of a set of four separate questionnaires designed for self-administration. Each of these questionnaires and related Rand data collection activities are described below.

Reserve Force Personnel Survey (Form 1 and Form 2)

The objectives of the Personnel Survey were to collect data on the factors influencing both enlistment and reenlistment decisions, as well as to provide a set of descriptive statistics about the reserve force enlisted population. This survey was designed to be administered in two forms to one for junior enlisted grades E1 to E4 and one for senior enlisted grades E5 to E9. Both forms collected a common set of descriptive statistics and predictors of enlistment and reenlistment behavior; however, the two forms contained items that addressed different issues. Items designed to collect detailed information about the first-term enlistment decision process and the characteristics and experiences of the individual prior to enlistment were clustered in one questionnaire, Form 1 for Junior Grades E1 to E4. Since most junior enlisted members were serving within their first enlistment term, enlistment issues were appropriately addressed to this personnel group. Form 2 for Senior Grades E5 to E9 focused on the senior members' past military experiences (both active and reserve), their unit position(s) and responsibilities and time spent on unit activities, as well as their perceptions of the unit environment and manning problems. Senior enlisted personnel play an important role in the leadership and organization of reserve units; many carry major responsibility for supervising and training of junior members, recruiting, etc. In light of the critical role played by senior enlisted members in the functioning of reserve units, we felt it was important to collect detailed data about their opinions about the unit activities. Thus, portions of the Form 2 variant (E5 to E9) were designed to be comparable to those sections from the commander questionnaire which asks for the commander's perceptions of the same unit issues/problems.

In designing sections of these questionnaires which deal with Enlistment and Reenlistment, we were concerned primarily with a one-time collection of information oriented toward a detailed analysis of a specific Reserve Force policy issue, i.e., unit manning problems.

In designing the sections of the Personnel Survey which collected a set of general policy statistics, our goal was to collect trend information on those economic and social factors which play important roles in manpower policy formulation and which can be collected and monitored longitudinally. Longitudinal data can be used to monitor, at the individual level, the factors affected by military policies as well as to provide a detailed socio-economic portrait of the reserve population. These questionnaires contained personal identifiers (e.g., Social Security numbers) which can be linked to automated personnel files to track reenlistment behaviors, attrition, etc. The Personnel Survey is substantively the same as portions of the 1978 DoD Survey, which collected similar general policy statistics about the in-service active force population.

The sections of the Personnel Surveys oriented toward specific manning issues have a precedent in the work conducted by Rand as part of its evaluation of the 1978 Selected Reserve Reenlistment Bonus Test Program.

From an analytic perspective, the contents of the Reserve Force Personnel Survey allow for four different comparisons with separate data collection efforts:

- o A comparison with the results from the 1978 DoD Survey of the active force population,
- o A comparison with the results from the 1979 AFEES Survey of new recruits into the active force,
- o A comparison with the reserve population previously surveyed by the 1978 Reserve Bonus Survey and,
- o A comparison with specific civilian data bases, especially the Current Population Survey.

Reserve Force Commander Survey and Reserve Force Unit Survey

The Reserve Force Unit Survey and Reserve Force Commander Survey were designed to collect two types of data--unit organizational data and individual level data from the unit commander. The first type, the Unit Survey, collected data which described the unit's organizational structure, recruiting resources and strategies, equipment

and facilities available for training, available initiatives, membership and accessions, location linkages to other administrative units and presence of demand or constraints on manpower. Providing this data required access to unit records and an understanding of the unit's structure. In most cases, the unit form was completed by the unit commander and/or unit technician. The second type of data, the Commander Survey, is more specifically linked to the commanding officer in that the interest is in the experience of the unit leadership, his perceptions of unit environment and unit problems, and strategies for solving those problems.

The contents of the four survey instruments developed for this study are summarized in the next three tables. Each table is a summary of the question items by substantive content areas. Table 6 presents the contents of both forms of the Personnel Survey. In addition to the classification of items in Form 1 and Form 2, this table indicates the set of variables common to both forms and those unique items in each form. Not every item in both forms of the Personnel Survey is included in Table 6; however, every content area is listed. For a complete listing of all questions included in the Personnel Survey as well as the Unit and Commander Surveys, the reader should refer to Appendix B, which contains copies of the four survey instruments developed for this study. Table 7 contains a complete variable listing, sorted by substantive content area, of all items included in the Commander Survey. A complete variable listing for the Unit Survey is contained in Table 8.

Table 11
1979 RESERVE FORCE PERSONNEL SURVEY QUESTIONNAIRE
CONTENTS: FORMS 1 AND 2

Form		Contents
1	2	
		<u>Individual Background</u>
x	x	Sex
x	x	Birthdate
x	x	Race or ethnic group
x	x	Social Security number
		<u>Educational Background</u>
x	x	Highest grade completed
x	x	Highest grade expected
x		Self-reported grades
x		GED or high school diploma
x	x	Enrolled in college/vocational/technical school, now
x	x	Hours spent on educational courses, current
		<u>Residence</u>
x	x	Current Zipcode
x	x	Size of place
		<u>Marital History and Fertility</u>
x	x	Current marital status
x	x	Number of Children
		<u>Family Background</u>
x	x	Spouse currently in Army Guard/Army Reserve
x		Family members who served in Army Guard/Army Reserve (parents, brothers/sisters, etc.)
		<u>Civilian Labor Force Experience</u>
x	x	Respondent's labor force status, current
x	x	Spouse's labor force status, current
x	x	Type and size of employer
x	x	Hours usually worked in 1979
x	x	Wage type and current earnings
x	x	Overtime hours and weeks worked in 1979
x	x	Overtime wage rate
x	x	Employer's leave policy for annual training
x	x	Employer served in Army Guard/Army Reserve
x	x	Employer's attitude toward Guard/Reserve
x	x	Paid vacation days
x	x	Civilian earnings during annual training, 1979
x		Contact with federal job programs
x		Months worked, 1979
x		Months unemployed/looking for a job, 1979
x	x	Unemployment compensation received, 1979

Table 11 (continued)
 1979 RESERVE FORCE PERSONNEL SURVEY QUESTIONNAIRE
 CONTENTS: FORMS 1 AND 2

Form		Contents
1	2	
		Secondary civilian job experience
	x	Second jobs held, current
	x	Hours worked, current
	x	Usual earnings, current
x	x	Difficulty finding PT civilian job
x	x	Anticipated earning from PT job
		<u>Family Resources</u>
x		Total family income, 1978
x	x	Total family income, 1979
x	x	Spouse income, 1979
		<u>Military Background</u>
		Reserve/Guard experience, current
x	x	Reserve component
x	x	Unit location
x	x	Paygrade, current
x	x	Date of last promotion
x	x	Expected next promotion
x	x	Term of service
x	x	ETS date
x	x	Years of service (YOS)
	x	Enlistment/reenlistment contracts signed
		Past Military Experience (Active and Reserve)
x	x	Entry year in any branch
x	x	Service at entry (active or reserve)
x	x	Services served in (active or reserve)
	x	Detailed military participated from entry to 1979
x	x	Years of active service, active MOS, paygrade
	x	Months in Vietnam
	x	Number of reserve units served in
		<u>Military Training and Work</u>
x	x	Current Primary MOS
x	x	Training type for PMOS
x	x	MOS qualification status
	x	Unit positions held
	x	Hours worked/month on Reserve/Guard activities
x	x	Drill attendance, 1979
x	x	Annual training attendance, 1979
x	x	Unit distance/travel time
x	x	Mobilization days/callups, 1979

Table 11 (continued)
 1979 RESERVE FORCE PERSONNEL SURVEY QUESTIONNAIRE
 CONTENTS: FORMS 1 AND 2

Form		Contents
1	2	
x	x	Value of training on civilian job
x		Initial active duty training (IADT) experience
x		Weeks on IADT and type of training (split or regular)
		Civilian labor force status before and after IADT and earnings
		<u>Enlistment Decision/Process</u>
x		Reasons for enlistment
x		Information sources about reserve/guard
x		First person contacted regarding reserve/guard
x		Recruiters seen
x	x	Knowledge of unit members prior to entry
x		Attempts to enlist in active
x		Attempts to enlist in other reserve/guard unit
x		Reasons for selecting reserves/guard instead of active
x		Perceptions of attrition difficulty
		<u>Military Compensation and Benefits</u>
x	x	Bonus received at enlistment (or most recent reenlistment)
x	x	Bonus eligibility, now
	x	Eligibility for Education Assistance at entry
x	x	Drill pay, monthly
x	x	Annual training pay, 1979
x	x	Total reserve pay, 1979
x	x	Expenditures on military exchanges, 1979
x	x	Valuation of educational benefits, 1979
	x	Valuation of state income tax advantage for Guard, 1979
	x	Earned credit toward retirement
		<u>Military Plans</u>
x	x	Expected years of service
x	x	Probability of reenlistment/extension
x	x	Possible reasons for separation
x	x	Possible reasons for reenlisting/extending
x		Plans to transfer to full-time active service

Table 11 (continued)
 1979 RESERVE FORCE PERSONNEL SURVEY QUESTIONNAIRE
 CONTENTS: FORMS 1 AND 2

Form		Contents
1	2	
		<u>Military Attitudes/Opinions</u>
	x	Evaluation of overall work performance of members (i.e., technicians, officers, E1-E4, E5-E9, recruiters, etc.)
x	x	Morale of E1-E4
x	x	Morale of E5-E9
x	x	Evaluation of unit weapons/equipment
x	x	Evaluation of annual training site and activities, 1979
x	x	Satisfaction with pay
x	x	Satisfaction with promotion opportunities
x		Satisfaction with MOS skill utilization
x		Satisfaction with unit training
	x	Satisfaction with unit supervision and direction
	x	Satisfaction with unit planning
x	x	Overall satisfaction with Reserves/Guard
	x	Evaluation of seriousness of unit problems such as:
	x	Out-of-date equipment
	x	Being below strength E1-E4, E5-E9
	x	Unit drill attendance
	x	Annual training attendance
	x	Shortage of MOS qualified personnel
	x	Quality of first-termers
	x	Lack of supplies
	x	Paperwork overload
	x	Unit transportation problems
	x	Recruiting NPS or PS
	x	First-term attrition
	x	Inadequate drill facilities
	x	Evaluation of overall unit condition
		<u>Leisure Time Activities</u>
x	x	Time spent socializing with unit members
	x	Participation in groups (business, professional, social, etc.)
x	x	Evaluation of time spent on civilian job, family, leisure and guard/reserve activities

Table 11 (continued)
 1979 RESERVE FORCE PERSONNEL SURVEY QUESTIONNAIRE
 CONTENTS: FORMS 1 AND 2

Form		Contents
1	2	
x	x	Value of training on civilian job
x		Initial active duty training (IADT) experience
x		Weeks on IADT and type of training (split or regular)
		Civilian labor force status before and after IADT and earnings
		<u>Enlistment Decision/Process</u>
x		Reasons for enlistment
x		Information sources about reserve/guard
x		First person contacted regarding reserve/guard
x		Recruiters seen
x	x	Knowledge of unit members prior to entry
x		Attempts to enlist in active
x		Attempts to enlist in other reserve/guard unit
x		Reasons for selecting reserves/guard instead of active
x		Perceptions of attrition difficulty
		<u>Military Compensation and Benefits</u>
x	x	Bonus received at enlistment (or most recent reenlistment)
x	x	Bonus eligibility, now
x	x	Eligibility for Education Assistance at entry
x	x	Drill pay, monthly
x	x	Annual training pay, 1979
x	x	Total reserve pay, 1979
x	x	Expenditures on military exchanges, 1979
x	x	Valuation of educational benefits, 1979
	x	Valuation of state income tax advantage for Guard, 1979
	x	Earned credit toward retirement
		<u>Military Plans</u>
x	x	Expected years of service
x	x	Probability of reenlistment/extension
x	x	Possible reasons for separation
x	x	Possible reasons for reenlisting/extending
x		Plans to transfer to full-time active service

Table 12
1979 RESERVE FORCE COMMANDER SURVEY (FORM 3)
QUESTIONNAIRE CONTENTS

Contents

Individual Background

Sex
Age
Race or ethnic group
Highest degree/diploma held
Marital History and Fertility
Current marital status
Number of children
Civilian Labor Force Experience
Respondent's labor force status, current
Type and size of employer
Hours usually worked, 1979
Number of people supervised
Wage type
Employer's leave policy for annual training
Employer's attitude toward Guard/Reserve
Paid vacation days
Civilian earnings during annual training, 1979

Family Resources

Total family income, 1979

Military Background

Reserve/Guard experience, current

Reserve component
Unit location
Unit UIC
Unit organization (split or not)
Paygrade current
Date of last promotion
Officer procurement program
Years of obligated service
Years as commanding officer, current unit
Years of guard/reserve experience
Expected next promotion for 1-6 years from now
Past military experience (active or reserve)
Entry year in any branch
Service at entry (active or reserve)
Services served in (active or reserve)
Detailed military participation from entry to 1979
Years served in active force
Years served as officer in active force
Months served in Vietnam
Number of different reserve/guard units served in
Number of company command positions held in G/R

Table 12 (continued)
 1979 RESERVE FORCE COMMANDER SURVEY (FORM 3)
 QUESTIONNAIRE CONTENTS

Contents

Military Plans

Probability of staying in Guard/Reserve at end of present service obligation

Expected duration of current command assignment

Total expected years of service

Military Compensation and Benefits

Drill pay, monthly

Annual training pay, 1979

Total reserve pay, 1979

Earned credit toward retirement

Evaluation of Unit Personnel

Overall performance of unit technicians, unit officers,

unit recruiters, reenlistment counselors, training NCO's,

E1-E4 and E5-E9 personnel

Morale of E1-E4 members

Morale of E5-E9 members

% average drill attendance, E1-E4

% average drill attendance, E5-E9

% first-termers who contribute positively to fulfilling unit mission, those who contribute negatively, and those who neither help or hinder unit mission

Seriousness of first-term attrition problem

Unit Drill and Annual Training Activities, Evaluations

Satisfaction measures:

Satisfaction with drill training

Satisfaction with MOS skill utilization

Satisfaction with annual training site/activities, 1979

Commander's overall satisfaction with reserve participation

Characteristics of annual training site, 1979

Evaluation of unit weapons/equipment

Evaluation of unit personnel and equipment performance

during a wartime mission

Overall quality of unit compared with other reserve units

Perceptions of seriousness of meeting unit's training

objectives (evaluations of 16 possible problems), such as:

Out-of-date equipment

Being below strength in E1-E4 or E5-E9

Unit drill attendance

Annual training attendance

Shortage of MOS qualified personnel

Lack of supplies, instructional materials

Table 12 (continued)
 1979 RESERVE FORCE COMMANDER SURVEY (FORM 3)
 QUESTIONNAIRE CONTENTS

Contents

Commander's Guard/Reserve Activities

Usual hours worked per month
 Usual monthly activities
 Evaluation of amount of time spent on various activities
 Travel time to unit drill locations(s)
 Time spent per month travelling on reserve/guard activities

Military Attitudes/Opinions

Evaluation of seriousness of another set of possible unit problems, such as:
 Unit transportation
 Recruiting NPS and PS personnel
 Competition with active and reserve units
 Low quality of first termers
 Getting people MOS qualified
 Administrative paperwork overload
 First-term retention problem
 Inadequate drill facilities
 Shortage of supplies

Evaluation of priorities of Guard/State Headquarters/
 Reserve Headquarters

Evaluations of unit quality now, in the past (5 years ago)
 or in the future (5 years from now)

Personal comments/recommendations about actions or changes in
 reserve force personnel policies which would correct unit
 problems:

Opinions about recruiting, retention, compensation policies
 Opinions about training policies
 Opinions about administrative recordkeeping policies
 Other comments

Table 13
1979 RESERVE FORCE UNIT SURVEY (FORM 4)
QUESTIONNAIRE CONTENTS

General Unit Characteristics

Reserve component
UIC
Unit organization (split or regular)
Unit drill location(s)
Size of surrounding community
Unit mission
Unit type (band, company, detachment, etc.)
Company/battery organization (part of Bn or not)
Headquarters unit
Affiliation with active Army unit
Location of active unit (base, state)
Distance from unit drill site
TDA/TOE code
Unit reorganizations in past five years
Required enlisted strength
Authorized enlisted strength, by paygrade
Assigned enlisted strength, by paygrade
Number of personnel assigned to each drill location
Number of assigned women

Unit Drill and Annual Training Activities, Schedule

Drill schedule, current
Number of authorized paid drills, FY79
Number of authorized drills away from drill location, FY79
Number of enlisted ATAs and officer ATAs, FY79
Annual training days authorized, FY79
Month annual training began, FY79
E1-E4 personnel assigned to unit month prior AT, FY79
E5-E9 members who attended FY79 annual training w/unit,
number who did not and reasons
Annual training site in 1979, 1978, 1977, 1976

Characteristics of Unit Drill Location

Type of drill facilities (Armory-Center or Military Base)
Years at present drill location
Year Armory-Center was built
Condition of Armory-Center
Type of surrounding community (city, town, suburb, etc)
Distance to downtown area of closest city
Proximity to military exchange (within 50 miles)
Proximity to local colleges (within 25 miles)
Number and type of college
Estimated # enlisted members in college
Characteristics of largest college near unit (within 25 miles)
Number of guard/reserve units meeting at drill location
Presence of other guard/reserve units within 25 miles

Table 13 (continued)
 1979 RESERVE FORCE UNIT SURVEY (FORM 4)
 QUESTIONNAIRE CONTENTS

Unit Personnel, Current

Number of unit officers
 Number of unit technicians
 Presence of full-time training NCO, date NCO first assigned
 Number of full-time guard recruiters
 Number of Civilian Government Personnel assigned
 Number of unit enlisted members w/unexcused absences for past three months

Unit E1-E9 Personnel, FY79

Number of direct transfers from other guard/reserve units
 Number of new enlistments
 Number of new enlistments recruited by unit members
 Number of new enlistments with prior service (PS)
 Number of new enlistments with no prior service (NPS)
 Current status of FY79 NPS enlistees
 Number still assigned to unit
 Number currently AWOL/awaiting discharge
 Number transferred to other guard/reserve unit
 Number joined active force
 Number discharged for other reasons
 Number of unit members with FY79 ETS
 Reenlistment rate for members with FY79 ETS
 Number of FY79 unprogrammed losses (1st term)
 Current status of FY79 unprogrammed losses (1st term)
 Number transferred to other guard/reserve unit
 Number joined active force
 Number discharged for other reasons

An Attrition Case History—Unprogrammed Loss (1st term)

Profile of first term attrition case:
 Date person left unit
 Number of years/months person spent in unit
 Reason person left unit
 Evaluation of person's overall work performance
 Person's paygrade
 Person's sex
 Person's race

Military Benefits

Type and amount of benefits currently available to unit members:
 Federal Government Enlistment Bonus
 Federal Reenlistment Bonus
 Federal Educational Incentive
 State Enlistment Bonus
 State Reenlistment Bonus
 State Education Tuition Program
 Availability of state income tax exemption

Unit Performance

Training with active Army units (1977 to now)
 Training site with active Army units, most recent
 Training overseas (1977 to now)
 Received ARTEP evaluation (1977 to now)
 Special awards received in 1979, number and description

V. ADMINISTRATIVE MODEL

To insure that the data collected in this survey would meet professional standards and be maximally useful, ODASD-Reserve Affairs and the Army Reserve Components provided the requested technical and administrative support. The administrative procedures discussed below were developed after consideration of:

- o Experience from the preliminary unit site visits and the survey pretests,
- o Analysis of past survey efforts with the reserve population, particularly Rand's experience with the 1978 Selected Reserve Reenlistment Test Program Survey,
- o Lessons learned from recent DoD military life cycle surveys of the active force population, designed and coordinated by Rand, namely the 1979 DoD Survey and 1979 AFEES Survey,
- o Costs of survey administration and processing.

OPERATIONAL ORGANIZATION

The technical coordination for these surveys is the responsibility of the Rand-DoD Survey Group, a research effort sponsored by OASD(MRA&L). Within MRA&L, this group reports to and works with the Defense Manpower Data Center (DMDC). As a DoD agency, DMDC has the authority to maintain and use individual personnel records, to request records from the Services, and to obtain information from persons in the sample. Thus, although Rand designed the questionnaires, the sample, and detailed administrative procedures, DMDC was responsible for most of the sampling activities, transfer of information to a data processing contractor, and handling of returned questionnaires before processing.

In setting up an organizational structure for this study, we established an identified primary point-of-contact (PPOC) within the Office of the Deputy Assistant Secretary of Defense-Reserve Affairs (ODASD-RA) and the Army Reserve Components. In order to develop an administrative model and procedures for data collection, we obtained agreement from our PPOC's on three basic issues:

- o ODASD-RA and the Army Reserve Components fully endorsed this data collection activity and would provide the support of high-level military leaders.
- o Unit commanders of sampled units were tasked with the responsibility of the actual data collection, so as to improve response rates and sample accountability.
- o The information to be collected from reserve force personnel was of sufficient importance to ODASD-RA and the Army Reserve Components so that duty time (regular drill assemblies) was authorized for either group or self-administration.

Rand's experience with recent DoD military life cycle surveys of the active force population indicated that primary data collection activities rank very low in a hierarchy of legitimate military activities. Thus, it became important to generate visible support among high-level military leaders at ODASD-RA and the Army Reserve Components prior to the actual data collection. In planning for the 1979 Reserve Force Studies Surveys, we felt that obtaining top-level military support was even more critical than in the active force surveys. First, since channels for data collection are not institutionalized in the Army Reserve Components, the responsibility for carrying out the data collection had to be clearly specified and unit level resources allocated. Second, since reservists are present in their units only for a limited time period, i.e., one weekend per month, special provisions had to be made to build the data collection activity into the prescribed meeting and training schedule. Finally, the part-time nature of the reserve commitment may also mean that reservists are even less likely than active force personnel to place a high priority on data collection.

The actual data collection was the responsibility of the commanding officers of the sampled units, coordinated by primary points-of-contact (PPOC) from the Army Reserve Components. In the Army National Guard, the PPOC was the Office of Policy and Liaison, National Guard Bureau. Technical and administrative support was also provided by the state adjutants general, who designated state points-of-contact that

coordinated and helped monitor the data collection with participating Army National Guard units. In the Army Reserve, the designated point-of-contact at the Office of the Chief, Army Reserve, was the US Army Reserve Manpower Programs Team, HQDA (DAPE-MBM). The PPOC designated by the U.S. Army Forces Command was HQ FORSCOM-DESOPS, RC TNG DIV, which provided much needed administrative support in carrying out the survey in the Army Reserve.

To insure inter-service comparability of procedures, the Rand- DoD Survey Group reviewed and coordinated all instructions, notices and letters to participating units. The data collection procedures implemented by sampled units were identical in all instances.

Below is a description of the procedures Rand developed for advance coordination with sampled units and actual data collection.

ADVANCE COORDINATION WITH SAMPLE UNITS

Before the arrival of survey materials, all of the sample units responsible for data collection, along with their organizational superiors, were notified about the survey schedule and the general administrative requirements. This advance notification enabled individual units to plan for the survey and allocate appropriate resources. To emphasize the survey's importance, the advance notification came from Service-specific military leaders, who endorsed the survey and requested support.

To solicit the cooperation of the National Guard Bureau (NGB) in the successful implementation of the surveys in the Army National Guard, a letter dated 28 September 1979 and signed by Mr. Harold W. Chase, Deputy Assistant Secretary (Reserve Affairs), was sent to Lt Gen LaVerne E. Weber, Chief, NGB. This letter formally requested the cooperation of the NGB in the data collection phase of the surveys and solicited their assistance in informing the adjutants general in each state of the impending surveys. The NGB endorsed the survey effort and an electronic message dated 2 October 1979 and signed by General Weber was sent to the adjutants general of all states. The NGB message described the survey requirements and schedule, requested the state's assistance in informing sample units of their selection to participate and asked the adjutants

general (AGs) to provide state points-of-contacts by calling the NGB action officer. All of the state adjutants general endorsed the survey effort, provided Rand with a state contact and authorized sample units to participate. As soon as Rand received state points-of-contact from the AGs, a letter dated 15 October 1979 was sent by Dr. David Grissmer, Deputy Program Manager, Rand Manpower, Mobilization, and Readiness Program to all adjutants general, providing them with a list of sampled units from their state and a draft letter which could be used by the AG in notifying unit commanders of the survey.

To solicit the cooperation of the Office of the Chief, U.S. Army Reserve (OCAR) in the implementation of the surveys, a letter (9 October 1979) signed by Mr. Harold W. Chase, Deputy Assistant Secretary (Reserve Affairs), was sent to Maj Gen William R. Berkman, Chief, Army Reserve. This letter formally requested the cooperation of OCAR in the data collection phase of the surveys and solicited their assistance in informing U.S. Army Forces Command (FORSCOM) of the impending surveys. OCAR fully endorsed the survey effort and a 10 October 1979 letter signed by General Berkman was sent to the Commander, U.S. Army Forces Command. The OCAR letter contained a list of all Army Reserve sample units, described the survey requirements and schedule, requested FORSCOM's assistance in informing sample units of their selection to participate and asked FORSCOM to provide OCAR with a point-of-contact for Rand. FORSCOM confirmed support of the survey effort, provided Rand with a PPOC and authorized reserve sample units to participate by sending them a notification letter in late October.

As we emphasized the importance of the survey effort to Commanders of sampled units and their organizational superiors, we felt it was equally important to encourage participation of enlisted unit members. With this consideration in mind, an introductory letter signed by Mr. Harold W. Chase, Deputy Assistant Secretary (Reserve Affairs) was distributed to all enlisted personnel at the time of the unit survey administration to explain the purpose of the survey and request cooperation. A copy of this introductory letter is provided in Appendix C.

Immediately after all selected units were notified about the survey by their organizational superiors, Rand sent advance letters to all sample units (Army Reserve Letter on 22 October 1979; Army National Guard Letter on 25 October 1979). The purpose of the Rand advance letter was:

- o To verify that all sampled units had been properly notified about the survey and that each unit was planning to participate.
- o To provide each unit with the name and telephone number of the Rand Survey Coordinator, who could answer further questions about the survey.
- o To request that each unit designate a unit point-of-contact to oversee the survey administration, and finally,
- o To verify in advance of the distribution of the actual survey materials the number of questionnaires needed for enlisted unit members.

Rand's advance letter played an important role in the subsequent management of the survey operations. As a result of the unit response to our letter, we obtained preliminary estimates of the number of units which were planning to comply with the survey requirements and those which were not (or appeared not to be) planning to participate. The number of sample units who acknowledged receipt of our advance letter and verified their intent to participate was encouragingly high. Fully 92 percent of all Army National Guard and 89 percent of all Army Reserve Units provided unit liaisons for Rand, most often a full-time unit technician who is usually accessible during non-drill time. For those units which provided unit points-of-contact, our ability to monitor the progress of individual unit survey administration was greatly facilitated since we could make personal contact with most units. The number of non-responding units, although only about 10 percent, alerted Rand to possible problem units, which were then monitored carefully throughout the fieldwork period.

Our advance contact with sample units also alerted us to problems in the distribution of survey materials which could be corrected in

advance of the survey mailout. First, we discovered that our files contained incorrect or incomplete unit mailing addresses for several units. Some units had moved recently to new drill locations. In other instances, our unit mailing addresses consisted of only a Post Office box number and not a street address. The absence of a street mailing address would have delayed the delivery of materials to units because United Parcel Service (UPS), the shipment method used for distribution, would have deposited the survey boxes at a central post office for later pick-up by the unit instead of delivering it directly to the unit. The information on addresses from the advance letter allowed us to provide the mailing contractor with updated addresses and avoid unnecessary delays in the distribution of the survey materials. Finally, on the basis of unit responses to our advance letter, we had to increase the number of questionnaires being mailed to selected units where the unit enlisted personnel strength had increased since sample selection.

Appendix C contains copies of the letters used for advance notification of sampled units, unit personnel and their operational superiors.

SERVICE SPECIFIC PROCEDURES

The data collection procedures developed for these surveys were applied uniformly in the Army National Guard and Army Reserve. Appendix D contains the administrative procedures, developed with the PPOCs. They were approved after appropriate review within the Army Reserve Components and ODASD-Reserve Affairs.

Below is a summary of the operational requirements for each sampled unit:

- o Materials were mailed to the commanding officers at their unit drill location; the officers acknowledged their receipt by returning a pre-printed postcard to DMDC.
- o The commanding officer was responsible for completing one 1979 Reserve Force Commander Survey.
- o Each sample unit was asked to complete one 1979 Reserve Force Unit Survey. This information was provided by the

commanding officer or another unit member who was familiar with the unit data, e.g., a unit technician.

- o The commanding officer was responsible for distributing and collecting 1979 Reserve Force Personnel Survey questionnaires from all enlisted personnel assigned to the unit at the time of survey administration, i.e., the Enlisted Personnel Survey should have been administered to a 100 percent sample of all enlisted unit members. Each enlisted unit member was given a "confidential return envelope" in which to seal his/her completed questionnaire before returning it to the unit survey administrator. Survey administration took about one (1) hour and was scheduled during regular drill assemblies.
- o Each unit was provided with a Roster containing the names of all enlisted members of the unit. The commanding officer (or person he designated) was responsible for completing the Roster by indicating whether each unit member participated in the survey. For those who did not participate, a reason was to be entered on the Roster, such as "absent from drill", "no longer a member of the unit", "on initial active duty training," "away at service school", etc.
- o Upon completion of the survey administration, the commanding officer was responsible for returning all survey questionnaires and accompanying survey materials in one shipment directly to DMDC. Each unit was provided with pre-addressed mailing boxes and DoD mailing labels for returning survey materials.

SAMPLE ACCOUNTABILITY

The procedures for sample accountability were identical for all sample units. A review of response rates and sample documentation from previous surveys of the Reserves indicated that survey samples have not been adequately controlled nor have data been collected to distinguish between nonreceipt of a questionnaire by selected respondents and nonreturn of received questionnaires from these respondents. Nonresponse due to nonreceipt of a questionnaire is analytically quite

different from nonresponse due to nonreturn of a received questionnaire; the former implies no opportunity to participate, the latter a refusal to do so. Information about reasons for nonparticipation and their magnitude is critical in the analysis of response rates.

Considerations of sample control and sample accountability, as well as the need to provide sample units with simple accounting methods, led to the development of special survey rosters.

The rosters were intended to provide a complete report on the sample, help monitor the administration, and allow for the followup of certain categories. Below is a summary of the information contained on the Roster and the actions required by the sample units; a sample roster is shown in Appendix E.

1. DMDC labeled the roster as "Alpha Roster for UIC-XXXXXX, where xxxxxx was the first six characters of the Unit Identification Code (UIC). The unit mailing address was also provided.
2. RCN Number: A DoD Record Control Number was assigned to each sample unit. It appeared on the roster, the acknowledgement postcard, and other materials, and was for DoD use only.
3. Survey Administrator and Autovon Number: The name and telephone number of the individual responsible for filling out the roster was recorded by the sample unit.
4. Survey Dates: The unit drill dates during which the survey was administered were recorded.
5. Number of Assigned Enlisted Personnel: The survey administrator entered the total number of enlisted personnel assigned to the unit at the time of the survey administration, including those from any detachments, platoons or sections (e.g., split portions). Included in this number were any personnel who were away on their initial active duty training (IADT) or temporarily away for any other military or personal reason.

6. New Enlisted Unit Members: The roster contained a section for the survey administrator to enter the name, SSN, grade and sex of any new enlisted unit members whose names were not preprinted on the roster.
7. Respondent Data: The following information was preprinted for each unit member: name, SSN, grade and sex (M or F). These data were used by survey administrators in contacting unit members and in the distribution of questionnaires.
8. Unit Member: Yes or No? Next to each unit member's name, the survey administrator indicated whether this person was still assigned at the time of the survey administration.
9. Survey Status Code Categories: An appropriate category from the list below was marked next to the name of each unit member to indicate the results of attempts to administer the survey to that person:
 - o Unit Member Participated:
 - a. Questionnaire Returned: The unit member returned a questionnaire sealed in its "confidentiality envelope."
 - o Unit Member Did Not Participate: If the unit member was not available to participate during the entire survey period, one of the following reasons was marked:
 - a. Absent from Drills: The unit member was absent from all drills for the entire survey period.
 - b. On Initial Active Duty Training: The individual was away at his/her initial active duty training (IADT).
 - c. Other--Specify: Individual could not participate during the entire survey period for some other reason, such as Advanced Training/AT/ADT/FTTD, Away at School, Refused to Participate, etc. A reason had to be written for each nonparticipant in this category.

10. Number of Survey Packets Returned: The number of sealed confidentiality envelopes collected from participating enlisted unit members was entered here. The number of packets returned should equal the number of check marks recorded in the column for Questionnaire Returned.

If the sample units followed the procedures for using the rosters and returning them to DMDC, the information will be available with which to analyze response rates in some detail. These analyses will be performed using information from three sources: (1) the rosters, (2) information received from the Army Reserve Components as part of the initial sample selection, and (3) the individually completed questionnaires which contain the SSN of participating unit members.

MAILOUT AND CONTENTS OF SURVEY MATERIALS

The mailout of survey materials to sample units was the responsibility of the data processing contractor for the survey, the INTRAN Corporation in Minneapolis. The mailout procedures were developed in conjunction with the Rand-DoD Survey group and DMDC personnel. The sample tapes prepared by DMDC for INTRAN contained the information required for assembling all unit survey materials. Questionnaires, introductory letters, envelopes and transmittal/shipment forms were prepared by Intran, using Rand specifications. Prefranked acknowledgement postcards and prefranked return labels were provided by DMDC and sent to Intran for enclosure with the other survey materials.

Below is a description of the materials used by each unit in administering the surveys:

Administrative Procedures Packet: Each survey administrator received a package containing the following materials:

- o A copy of the administrative procedures to be used in the survey (see Appendix D).

- o A postcard to be used in acknowledging receipt of the survey materials (see Appendix F).*
- o One sample roster for the unit. In cases where the unit was split into two or more sections, the roster listed each section separately and the names of personnel assigned to each location. That is, the roster was divided into sections, starting with the main unit headquarters and the names of personnel assigned to that location, followed by Section 2 and its assigned personnel, etc.
- o Return mailing boxes and DoD postage-paid labels were provided for returning all survey materials to DMDC.

Survey Packet for Unit Commander: Each commanding officer received a sealed package containing the following materials:

- o An information copy of the administrative procedures for the survey.
- o One copy of the 1979 Reserve Force Commander Survey to be completed by the unit commander.
- o One copy of the 1979 Reserve Force Unit Survey to be completed by the unit commander or a unit member he designates.
- o To insure privacy, the unit commander was provided with an envelope in which to seal his personal questionnaire and a separate envelope for the Unit Survey.

Survey Materials for Enlisted Unit Members: Each unit's shipment contained the following materials for enlisted unit members.

- o An introductory letter to each unit member from Mr. Harold W. Chase, Deputy Assistant Secretary (Reserve Affairs), emphasizing the survey's importance and encouraging respondent participation. (See Appendix G.)

*The United Parcel Service (UPS) also independently verified delivery of survey materials by returning to DMDC a special UPS form signed by the unit at the time of delivery.

- o Questionnaires for all enlisted unit members. This questionnaire had two forms, one for Grades E1 to E4 only and one for Grades E5 to E9 only. (See Appendix B.)
- o A comment sheet for enlisted unit members to record any personal comments or recommendations about the survey itself or reserve force personnel policies in general. (See Appendix G.)
- o To insure privacy, each enlisted unit member was provided with a confidentiality envelope in which to seal the completed questionnaire before returning it to the unit survey administrator.

Each shipment contained a Receipt Checklist to assist the unit in checking and verifying materials (see Appendix G).

VI. CONCLUDING REMARKS

In the course of developing the survey design, sample design and administrative procedures for the 1979 Reserve Force Studies Surveys we encountered several organizational problems which we would like to describe. Although these problems were temporarily solved for this survey, they should be permanently solved as part of developing a professional survey program responsive to the needs of policymakers.

We were unable to identify a central source with good information about previous and current studies of the reserve population. Neither the National Guard Bureau, the Office of the Chief, Army Reserve, nor any of several offices in MRA&L concerned with the Reserves had bibliographies or copies of such studies. It was not difficult to establish that broad-based studies of the reserve population had not been undertaken. It was difficult to identify and locate specialized studies undertaken in the past several years. Publication of a list of completed and on-going research in this area would be a worthwhile effort on the part of MRA&L.

Although we verified unit identifiers and addresses with the Components, we encountered some difficulties in actually contacting units. The most "current" address and telephone number obtained from a Pentagon source were sometimes incomplete and/or out-of-date. While seemingly minor, the absence of a "North" or "South" designator from an address could effectively delay the receipt of survey material and, consequently, of data collection.

In the course of developing the questionnaires and the data collection procedures, we visited a broad range of units. These visits provided endless examples of the administrative burden under which units operate. It was not surprising, therefore, to find resistance to survey administration. In spite of repeated contact by both Rand and the Army Reserve Components, some units (about 10 percent of all sample units) never participated in this effort. Others, however, did participate when the time-frame for data collection was considerably relaxed. The planners of future efforts may wish to schedule data collection directly with the units, rather than attempt to establish a uniform time period.

At a more general level, it became clear to us that the full range of data collection activities conducted with reserve personnel is not known and is not monitored effectively. There are some existing regulations for monitoring the survey burden placed on personnel surveyed in the Army National Guard and Army Reserves. However, it is our impression that categories of activities that should be classified as surveys are not monitored--e.g., polling of individuals initiated at the state level or a special study initiated at the request of a single operational officer.

In discussing surveys we have conducted with active force personnel, we have lamented the lack of a strong survey monitoring capability within either the Services or OSD. The present monitoring system consists of making recommendations for adjustments to proposed sample sizes, generally in the direction of smaller samples, and scheduling inter-service surveys to avoid overlapping collection times and locations. What is not available is a method for developing coordinated data collection efforts that would increase data utility and decrease respondent burden. We recognized, however, that because the planning cycle and horizon of most functional offices is quite short and there is pressure for quick results, coordinated efforts may be unrealistic. Thus, while a consolidated survey capability may have considerable efficiencies with respect to survey design, sample design and survey operations, it may be politically and organizationally infeasible.

We suspect that a consolidated data collection capability is equally infeasible in the Reserves. Even without coordinated data collection, the methodology used in data collection could be considerably improved through the wide dissemination of methodological studies and reports. In designing all phases of the 1979 Reserve Force Studies Surveys, we have made a conscious effort to ensure availability of information and data for assessing the experience.

ppendix A

SAMPLED UNITS

As described in Section III, the final samples for the 1979 Reserve Force Studies Surveys consisted of 441 company-sized units, 224 in the Army National Guard and 217 in the Army Reserve. Tables A-1 and A-2 contain a complete listing of these units.

For each unit, the following information is presented:

<u>Item</u>	<u>Description</u>
RCN	A Rand assigned control number.
SP	An asterisk (*) is shown if the unit is organized in sub-units which drill at different times and different geographical locations
UIC	Unit Identification Code
CELL CODE	An alphabetic code indicating the sample group to which the unit is assigned. See Table 9 for definitions.
CELL	A numeric code indicating the sample group to which the unit is assigned. See Table 9 for definitions.
FUNC	The branch or mission. Table 3 contains all of the definitions except for RS = Reception Station TG = Training Unit

FUNC	The branch or mission. See Table 3 for definitions.
CITY	Alphabetic name of the city in which the unit is located.
STATE	Standard two-letter abbreviation for the name of the state in which the unit is located.
ZIP	Unit zipcode
AUTH	The authorized strength of the unit as of sample selection.
ACT	The actual strength of the unit as of sample selection.

TABLE A-1
COMPLETE LISTING OF ARMY NATIONAL GUARD SAMPLE UNITS,
SORTED BY SAMPLE GROUP

RCN	SP	UIC	CELL CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
G008		PA3AO	AR	1	AR Albany	NY	12208	78	46
G139		PCNB0	AR	1	AR Palmdale	CA	93550	82	86
G012		PCQB0	AR	1	AR San Diego	CA	92111	78	66
G106		PC2C0	AR	1	AR Dalton	GA	30720	88	82
G083		PDZB0	AR	1	AR Ballinger	TX	76821	78	73
G074		PDZC0	AR	1	AR Brady	TX	76825	78	71
G022		PDOC0	AR	1	AR Gainesville	TX	76240	78	43
G120	*	PD1B0	AR	1	AR Crockett	TX	75835	78	74
G088	*	PD1C0	AR	1	AR Palestine	TX	75801	78	82
G062		PESCO	AR	1	AR Bridgeton	NJ	08302	78	64
G089		PEUC0	AR	1	AR Newton	NJ	07860	78	49
G026		PFOAO	AR	1	AR Clinton	MA	01510	82	55
G027		PFOB0	AR	1	AR Hudson	MA	01749	82	48
G053		PGKAO	AR	1	AR Ligonier	PA	15658	78	62
G080		PGKC0	AR	1	AR Friedens	PA	15541	78	75
G093		PJTA0	AR	1	AR Parkton	NC	28371	78	77
G092		PJUA0	AR	1	AR Laurinburg	NC	28352	78	79
G143		PKQC0	AR	1	AR Iuka	MS	38852	78	88
G034		PLKAO	AR	1	AR Merriall	WI	54452	78	54
G076		POGA0	AR	1	AR Livermore	KY	42352	82	50
G114	*	POJB0	AR	1	AR Hartford	AL	36344	78	79
G071		POJC0	AR	1	AR Florala	AL	36442	78	71
G077		PONAO	AR	1	AR Calxico	CA	92231	82	80
G024		PRVB0	AR	1	AR Pasco	WA	99301	78	47
G028		PU5B0	AR	1	AR Eveleth	MN	55734	78	59
G031		PU5C0	AR	1	AR Chisholm	MN	55719	78	55
G035		PVRCO	AR	1	AR Santa Cruz	CA	95061	82	51
G068		PXECO	AR	1	AR Morrisville	VT	05661	82	75
G065		POFB0	AR	1	AR Hopkinsville	KY	42240	82	52
G032		QM1B0	AR	1	AR Bound Brook	NJ	08805	78	40
G036		QM1C0	AR	1	AR Flemington	NJ	08822	78	44
G029		QM2B0	AR	1	AR W. Orange	NJ	07052	78	38
G094		QNMD0	AR	1	AR Williamson	WV	25661	79	64
G056	*	QNRD0	AR	1	AR Livingston	MT	59047	94	53
G066	*	QNSHO	AR	1	AR Anaconda	MT	59711	94	53
G050		QU1MO	AR	1	AR Redmond	OR	97756	79	87
G002		TYTB0	AR	1	AR Salina	KS	67401	82	44
G009		TYTC0	AR	1	AR Clay Center	KS	67432	82	45
G133	*	VCACO	AR	1	AR Vivian	LA	71082	84	68
G148		XE4AO	AR	1	AR St. Joseph	MI	49085	82	108
G105		XE4C0	AR	1	AR Cadillac	MI	49601	82	78
G112		XFGBO	AR	1	AR Indianola	MS	38751	78	69
G051		PAWCO	EN	2	EN Buffalo	NY	14213	129	78
G025		PAWDO	EN	2	EN Buffalo	NY	14213	129	56
G176	*	PHRC0	EN	2	EN Oakland	MD	21550	129	92
G124		PNLBO	EN	2	EN Akron	OH	44313	129	77
G128		P04C0	EN	2	EN Lexington	MO	64067	129	123
G054		PSFA0	EN	2	EN New York	NY	10032	131	64

RCN	SP	CELL UIC CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
G193	*	PTOD0 EN	2	EN	Kingsford	MI	49801	129 161
G150		PU7B0 EN	2	EN	Lawrenceville	IL	62439	132 99
G203	*	PU7E0 EN	2	EN	Hutchinson	MN	55350	130 61
G086	*	PV1C0 EN	2	EN	Napa	CA	94558	129 72
G183	*	P1EB0 EN	2	EN	Jamestown	ND	58401	129 127
G160	*	P1GC0 EN	2	EN	Parkston	SC	57366	129 90
G220	*	P1HC0 EN	2	EN	Rugby	ND	58368	129 153
G165		P1LC0 EN	2	EN	Cythiana	KY	41031	129 139
G190		P1LD0 EN	2	EN	Carlisle	KY	40311	129 145
G186		P1TA0 EN	2	EN	Stratford	CT	06497	129 143
G048		P1XB0 EN	2	EN	Hopewell	VA	23860	129 79
G042		P1XC0 EN	2	EN	West Point	VA	23181	129 50
G191		P1YC0 EN	2	EN	Marked Tree	AR	72365	129 129
G097	*	P12B0 EN	2	EN	Cherryvale	KS	67335	129 69
G129	*	P18A0 EN	2	EN	Vernal	UT	84078	129 99
G125		P18B0 EN	2	EN	Murray	UT	84107	129 73
G182		TJFC0 EN	2	EN	Lebanon	OH	45036	129 106
G180	*	XAKC0 EN	2	EN	Sikeston	MO	63801	129 117
G217		XEYC0 EN	2	EN	Norwalk	OH	43857	129 171
G168	*	PARB0 IN	3	IN	Malone	NY	12953	148 123
G044		PAOB0 IN	3	IN	Buffalo	NY	14204	148 66
G204		PFYA0 IN	3	IN	Springfield	MA	01105	153 148
G067		PF4A0 IN	3	IN	Worcester	MA	01605	148 78
G091		PF4B0 IN	3	IN	Gardner	MA	01441	148 2
G149		PF5C0 IN	3	IN	Cambridge	MA	02138	153 88
G224		PGUB0 IN	3	IN	Philadelphia	PA	19154	153 158
G151		PGVC0 IN	3	IN	Media	PA	19063	153 80
G049	*	PGWA0 IN	3	IN	Bradford	PA	16701	153 54
G144		PHLB0 IN	3	IN	Catonsville	MD	21228	148 92
G126		PHLC0 IN	3	IN	Greenbelt	MD	20770	148 123
G134		PHUC0 IN	3	IN	Baltimore	MD	21201	148 174
G140		PLBP0 IN	3	IN	Green Bay	WI	54303	153 84
G189	*	PNOA0 IN	3	IN	St. Marys	OH	45885	148 146
G170		PPRA0 IN	3	IN	New Albany	IN	47150	148 166
G219	*	PPRB0 IN	3	IN	Scottsburg	IN	47170	148 182
G173		PPTB0 IN	3	IN	Linton	IN	47441	148 148
G156	*	PPWA0 IN	3	IN	Hartford City	IN	47348	148 146

RCN	SP	CELL UIC CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT		
G188	*	PPXB0	IN	3	IN	Monticello	IN	47960	148	170
G072		PPXC0	IN	3	IN	Peru	IN	46976	148	97
G211		PRLA0	IN	3	IN	Oregon City	OR	97045	151	166
G064	*	PRLB0	IN	3	IN	McMinnville	OR	97128	151	69
G046	*	PS9A0	IN	3	IN	Ponca City	OK	74601	153	26
G171	*	PS9B0	IN	3	IN	Sapulpa	OK	74066	153	126
G199	*	PTBB0	IN	3	IN	Poteau	OK	74953	153	140
G206	*	PT3C0	IN	3	IN	Alpena	MI	49707	153	143
G090		PUCA0	IN	3	IN	Detroit	MI	48234	153	79
G152	*	PUUC0	IN	3	IN	Fairbault	MN	55021	148	108
G185	*	PUVCO	IN	3	IN	Tracy	MN	56175	148	146
G127		PUYB0	IN	3	IN	Willmar	MN	56201	148	103
G214	*	PW2A0	IN	3	IN	Clearwater	FL	33515	153	168
G212	*	PW2B0	IN	3	IN	Sanford	FL	32771	153	163
G207		P5GA0	IN	3	IN	New Haven	CT	06511	153	180
G208		P5NC0	IN	3	IN	Homestead	FL	33030	153	123
G122		P5PA0	IN	3	IN	Dubuque	IA	52001	148	78
G019	*	P5PB0	IN	3	IN	Oelwein	IA	50662	148	47
G014	*	P5PC0	IN	3	IN	Hampton	IA	50441	148	49
G084	*	P5UC0	IN	3	IN	Shenandoah	IA	51601	148	72
G137	*	QTWC0	IN	3	IN	Kankakee	IL	60901	148	95
G004		TUYB0	IN	3	IN	Huntington STA	NY	11746	148	35
G060		TUZB0	IN	3	IN	Gloversville	NY	12078	148	76
G015		TUZC0	IN	3	IN	Leeds	NY	12451	148	48
G111		TU1C0	IN	3	IN	Waynesboro	PA	15370	153	66
G155		VCWB0	IN	3	IN	Angola	IN	46703	148	138
G069		PAQB0	R	4	IN	Cortland	NY	13045	165	81
G123		PAWB0	R	4	EN	Buffalo	NY	14213	129	118
G021		PAXS0	R	4	FA	Kingston	NY	12401	51	47
G016		PCEA0	R	4	FA	Culver City	CA	90230	94	52
G184	*	PCKA0	R	4	IN	Visalia	CA	93277	171	159
G197	*	PDAC0	R	4	IN	Eastman	GA	31023	198	150
G130		PDGC0	R	4	FA	Waynesboro	GA	30830	92	85
G135		PD1P0	R	4	AR	Longview	TX	75601	97	79
G196	*	PFPA0	R	4	MP	Boston	MA	02215	189	146
G017		PFWS0	R	4	FA	Salem	MA	01970	51	44
G169		PGBA0	R	4	IN	Hershey	PA	17033	191	108
G033		PGOA0	R	4	FA	Grove City	PA	16127	84	53
G023		PGPS0	R	4	FA	Waynesboro	PA	17268	52	52
G145		PGRB0	R	4	IN	Carbondale	PA	18407	165	125
G013		PGTB0	R	4	IN	Canonsburg	PA	15317	153	35
G172		PGVA0	R	4	IN	W. Chester	PA	19380	153	62
G081		PGOC0	R	4	FA	Oil City	PA	16301	84	73
G041		PHGB0	R	4	FA	Pikesville	MD	21208	85	73
G209		PHVB0	R	4	IN	Easton	MD	21601	148	129
G136		PJHT0	R	4	FA	Louisburg	NC	27549	109	114
G215	*	PJUT0	R	4	AR	Raeford	NC	28376	157	163
G045		PK6B0	R	4	FA	Stevens Pt.	WI	54481	98	55
G040		PK6C0	R	4	FA	Stevens Pt.	WI	54481	98	57
G043		PLATO	R	4	FA	Kenosha	WI	53141	116	68

RCN	SP	UIC	CELL CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
G178	*	PM7CO	R	4	IN Plainview	TX	79072	165	160
G192	*	PN2AO	R	4	IN Washington	OH	43160	148	140
G179	*	PN2CO	R	4	IN Bellefontaine	OH	43311	148	133
G100		PN9AA	R	4	IN Indianapolis	IN	46241	73	109
G087		POGB0	R	4	AR Henderson	KY	42420	82	50
G147		PONTO	R	4	AR National City	CA	92050	139	130
G052		POTAA	R	4	EN CP Girardeau	MO	63701	68	53
G159		PPQCO	R	4	FA Noblesville	IN	46060	92	114
G070		PPQSO	R	4	FA Bloomington	IN	47401	61	91
G202		PPVTO	R	4	AR Marion	IN	46952	131	163
G157	*	PPXAO	R	4	IN Delphi	IN	46923	148	144
G146		PR6BO	R	4	CS Bronx	NY	10468	107	120
G107		PSDAO	R	4	AR Staten Island	NY	10314	140	81
G131		PSKCO	R	4	IN New York	NY	10021	148	132
G108		PSPCO	R	4	SC Huntington Sta	NY	11746	134	103
G109		PSWAA	R	4	FA Enid	OK	73701	116	92
G174	*	PS3CO	R	4	EN Okemah	OK	74859	129	110
G063		PU5PO	R	4	AR Virginia	MN	55792	77	77
G116		PV1BO	R	4	EN Eureka	CA	95501	129	113
G096		PWHA0	R	4	IN Kansas City	KS	66102	175	69
G011		PWLA0	R	4	CS Topeka	KS	66611	107	60
G110		PW6PO	R	4	AR Marion	SC	29571	97	80
G075		PXFPO	R	4	AR Ludlow	VT	05149	85	81
G223		PXHAA	R	4	IN Lincoln	NE	68508	243	238
G161		PYMD0	R	4	AD Alamogordo	NM	88310	117	94
G102		P29SO	R	4	FA Aberdeen	SD	57401	68	63
G101		P3PBO	R	4	FA Kirksville	MO	63501	95	81
G121		P3TA0	R	4	FA Jefferson	SC	29718	93	82
G166		P3TTO	R	4	FA Lancaster	SC	29720	109	100
G103		P34AO	R	4	FA Providence	RI	02904	95	62
G162		P4KTO	R	4	FA New Bedford	MA	02740	106	121
G153		P4TTO	R	4	FA Glasgow	KY	42141	109	79
G055		P4YCO	R	4	FA Tempe	AZ	85281	92	98
G187	*	P5MCO	R	4	IN Jonesville	SC	29353	165	134
G078		P5PT0	R	4	IN Cedar Falls	IA	50613	128	77
G037		P53TO	R	4	IN Nome	AK	99762	78	33
G061		P6EAA	R	4	CS Camden	NJ	08103	56	74
G181		QB9AA	R	4	CS Las Cruces	NM	88001	140	136
G213		QCCAA	R	4	CS Devils Lake	ND	58301	156	147
G205		QDCAA	R	4	CS Phoenix	AZ	85008	202	177
G098		QFDAA	R	4	CS Coffeyville	KS	67337	66	75
G118		QFXCO	R	4	SC Aurora	CO	80012	162	85
G218		QFYAO	R	4	SC Jacksonville	FL	32221	172	168
G167		QFYCO	R	4	SC Jacksonville	FL	32221	109	103
G154		QJTAA	R	4	TC Waynesboro	MS	39367	104	103
G003		QKFAA	R	4	AG Sea Girt	NJ	08750	44	23
G038		QKUA A	R	4	AG Gardiner	ME	04345	44	45
G099		QMWAA	R	4	IN Wyoming	MI	49509	77	89
G057		QP2AO	R	4	EN Plaquemine	LA	70764	123	82
G221		QQA A A	R	4	MP Sunnyslope	AZ	85020	159	165

RCN	SP	CELL UIC CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
G005		QQ5AA R	4	MP Brooklyn	NY	11206	37	35
G085	*	QSKPO R	4	IN Marlin	TX	76661	127	78
G082		QTHAO R	4	CS Chicago	IL	60651	110	56
G020		QVQAA R	4	AG Atlanta	GA	30316	30	33
G142		QV4AO R	4	FA Hartwell	GA	31406	92	95
G047		TBPAA R	4	CS Avondale Ests	GA	30002	47	51
G030		TCAAA R	4	CS Chicago	IL	60611	47	46
G115		TCUAA R	4	MP Bismarck	ND	58501	40	57
G175		TDXAA R	4	CS Atascadero	CA	93422	156	142
G104	*	TD6AA R	4	FI Trenton	NJ	08625	95	87
G058		TN7CO R	4	SF Kingwood	WV	26537	58	54
G059		TP9AO R	4	SF Aurora	CO	80011	58	52
G201		TRJCO R	4	CS Northport	AL	35476	133	127
G113		TSBAO R	4	EN Manhattan Beach	CA	90266	128	90
G079		TUYPO R	4	IN Nesconset	NY	11767	100	69
G177		TU2CO R	4	IN Altoona	PA	16602	153	133
G117		TVJAA R	4	AR Richmond	VA	23222	141	76
G006		TZQAA R	4	SC Portage	WI	53901	50	38
G216		VAFAA R	4	CS Elizabethton	TN	37643	202	161
G095		VAMAA R	4	MD Knoxville	TN	37919	98	81
G001		VASAA R	4	MD Raleigh	NC	27606	9	15
G158		VBXAA R	4	CS Clinton	SC	29325	156	81
G039		VB1AA R	4	EN Kansas City	MO	64129	56	67
G198	*	VB2TO R	4	IN Anchorage	AK	99502	93	48
G010		VB4AO R	4	IN Wainwright	AK	99782	46	44
G007		VB7AA R	4	SC Roanoke	VA	24014	50	41
G164	*	XB2AA R	4	TC Madill	OK	73446	104	111
G222	*	XB5AA R	4	CS Sulphur	OK	73086	227	207
G195	*	XCCAA R	4	EN Muskogee	OK	74401	222	195
G138	*	XCJAA R	4	MP Pottsville	PA	17901	122	51
G119		XE4PO R	4	AR Three Rivers	MI	49093	81	90
G200		XFVAA R	4	MP Lincoln	NE	68524	148	154
G018		PLKCO R-AR	5	AR Mosinee	WI	54455	78	43
G073		TTFAO R-AR	5	AR Port Orchard	WA	98366	78	80
G141	*	PMUDO R-EN	6	EN Lufkin	TX	75901	128	74
G163		TT7BO R-EN	6	EN Jefferson BK	MO	63125	129	140
G210	*	PQMAO R-IN	7	IN Prescott	AR	71857	163	163
G132	*	PTBAO R-IN	7	IN Hugo	OK	74743	153	116
G194	*	TU2BO R-IN	7	IN Tyrone	PA	16686	153	154

TABLE A-2
COMPLETE LISTING OF ARMY RESERVE SAMPLE UNITS,
SORTED BY SAMPLE GROUP

RCN	SP	UIC	CELL CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
R114		QWSAA	CS	8	CS Long Beach	CA	90822	122	94
R216		QXJAA	CS	8	CS Bell	CA	90201	250	209
R136		QXLAA	CS	8	CS Bell	CA	90201	113	101
R110		QZWAA	CS	8	CS Scranton	PA	18510	113	87
R154		Q1AAA	CS	8	CS Lexington	KY	40555	192	100
R194		Q1MAA	CS	8	CS Baltimore	MD	21224	188	162
R192		Q1RAA	CS	8	CS Hagerstown	MD	21740	199	182
R122		Q1SAA	CS	8	CS Frederick	MD	21701	266	121
R105		Q4WAA	CS	8	CS St. Louis	MO	63120	179	98
R196		Q5PAA	CS	8	CS North Willmar	MN	56201	201	136
R129		*Q57AA	CS	8	CS Pittsburg	KS	66762	132	111
R082		*Q58AA	CS	8	CS Independence	KS	67301	132	62
R061		Q9LAA	CS	8	CS Bogalusa	LA	70427	132	67
R198		RGACO	CS	8	CS New Brighton	MN	55112	160	116
R181		RGHCO	CS	8	CS Edgemont	PA	19028	154	90
R152		SM5AA	CS	8	CS Altoona	PA	16602	134	124
R118		*SM9AA	CS	8	CS Manitowoc	WI	54220	176	79
R173		SNQAA	CS	8	CS Dover	DE	19901	134	91
R097		SNSAA	CS	8	CS Pedricktown	NJ	08067	201	93
R071		SNWAA	CS	8	CS Kings Mills	OH	45034	201	65
R199		SPDAA	CS	8	CS Macon	GA	31201	199	157
R103		SPNAA	CS	8	CS Freeport	IL	61032	172	70
R124		SPPAA	CS	8	CS South Bend	IN	46615	201	75
R050		SSRAA	CS	8	CS Ft Snelling	MN	55111	179	47
R190		SSYAA	CS	8	CS Montgomery	AL	36109	132	149
R126		SS2AA	CS	8	CS Maysville	KY	41056	113	96
R169		SUDAA	CS	8	CS Camden	NJ	08105	122	108
R080		*SUEAA	CS	8	CS Green Bay	WI	54303	179	67
R184		S5VAA	CS	8	CS Greenville	NC	27834	122	124
R214		S6ZAA	CS	8	CS Columbus	OH	43215	176	135
R197		S61AA	CS	8	CS Bronx	NY	10470	132	149
R091		S63AA	CS	8	CS Pasadena	CA	91105	179	83
R191		S65AA	CS	8	CS San Antonio	TX	78214	156	157
R217		S68AA	CS	8	CS Flushing	NY	11359	192	216
R202		S69AA	CS	8	CS New Orleans	LA	70146	192	142
R092		S7AAA	CS	8	CS Victoria	TX	77901	192	91
R209		S7EAA	CS	8	CS Bellmore	NY	11710	200	184
R207		S7FAA	CS	8	CS San Antonio	TX	78214	199	202
R186		TASAA	CS	8	CS Cleveland	OH	44122	132	98
R060		TFMAA	CS	8	CS Akron	OH	44306	216	55
R132		TFPAA	CS	8	CS El Dorado	AR	71730	128	103
R144		TGCAA	CS	8	CS Evansville	IN	47714	250	108
R211		TKHAA	CS	8	CS Bellmore	NY	11710	190	183
R164		*TXQAA	CS	8	CS McAllen	TX	78501	132	117
R085		TY3AA	CS	8	CS Bogalusa	LA	70427	207	92
R166		*RJ6BO	CS	8	CS Weirton	WV	26062	168	94
R180		*RJ6DO	EN	10	EN Marietta	OH	45750	168	148
R079		*RX8DO	EN	10	EN Dodgeville	WI	53533	168	78

RCN	SP	UIC	CELL CODE	CELL	FUNC	CITY	STATE	ZIP	AUTH	ACT
R104		S5DBO	EN	10	EN	Fort Collins	CO	80522	168	82
R052		S5DDO	EN	10	EN	Boulder	CO	80303	168	45
R133		S5ECO	EN	10	EN	Scranton	PA	18510	168	85
R195		S5EDO	EN	10	EN	New Cumberland	PA	17070	168	93
R068		S5FBO	EN	10	EN	Laconia	NH	03246	168	67
R087		S5FDO	EN	10	EN	Concord	NH	03301	168	64
R142		S5GB0	EN	10	EN	Brownsville	PA	15417	168	91
R161		S5HCO	EN	10	EN	Northfield	NJ	08225	168	134
R158		S5HDO	EN	10	EN	Jersey City	NJ	07305	168	87
R163		S5JDO	EN	10	EN	Bullville	NY	10915	168	128
R063		S5KBO	EN	10	EN	Ft Sheridan	IL	60037	168	67
R141	*	S5KCO	EN	10	EN	Rockford	IL	61103	168	119
R153		S5MBO	EN	10	EN	Racine	WI	53403	168	112
R083		S5MCO	EN	10	EN	Milwaukee	WI	53218	168	79
R030		S5MDO	EN	10	EN	Pewaukee	WI	53072	168	48
R127		S5NCO	EN	10	EN	Seagoville	TX	75159	168	110
R042	*	S5PBO	EN	10	EN	Bryan	OH	43506	168	48
R094		S5PCO	EN	10	EN	Toledo	OH	43606	168	62
R183		QXKAA	EN	10	EN	Van Nuys	CA	91403	176	120
R130		QXPAA	R	11	CS	Los Alamitos	CA	90720	98	100
R053		QZXAA	R	11	CS	Greensburg	PA	15601	192	79
R188		Q1GAA	R	11	CS	Richmond	VA	23220	140	132
R035		Q2JAA	R	11	AG	Webster	NY	14580	35	29
R064		Q43AA	R	11	SC	Des Moines	IA	50315	109	60
R125		Q7ZAA	R	11	AG	Tifton	GA	31794	94	70
R027		Q9XAA	R	11	QM	Helena	MT	59601	21	23
R075		RGDTO	R	11	CS	Ft McClellan	AL	36201	102	50
R100		RGHA0	R	11	FA	Horsham	PA	19044	105	67
R149		RGHT0	R	11	CS	Edgemont	PA	19028	116	94
R109		RGLPO	R	11	CS	Chambersburg	PA	17201	134	81
R058		RGQSO	R	11	IN	Ft Tilden	NY	11695	47	57
R093		RGRBO	R	11	FA	Rockland	ME	04841	152	67
R155		RJFAA	R	11	IN	Jamaica	NY	11432	120	91
R055		RJPAA	R	11	CM	Rome	GA	30161	120	44
R156		RJ2TO	R	11	CM	Ft Snelling	MN	55111	163	123
R167		RKABO	R	11	EN	Massena	NY	13662	128	127
R185		RKATO	R	11	EN	Watertown	NY	13601	168	120
R028	*	RKFCO	R	11	EN	Reno	NV	89502	128	60
R170		RKTAA	R	11	EN	Pittsburgh	PA	15206	116	85
R059		RK8SO	R	11	FA	Wilson	NC	27893	67	48
R046		RK9SO	R	11	FA	Lansing	MI	48912	67	53
R032		RLWSO	R	11	FA	Ogden	UT	84407	51	31
R101		RMACO	R	11	FA	Honolulu	HI	96815	167	81
R017		RQSAA	R	11	IN	Hempstead	NY	11553	23	16
R121		RRNAA	R	11	AG	Ft Meade	MD	20755	130	75
RAAA		RRWAA	R	11	AS	St. Louis	MO	63109	99	81
RBBB		RRYAA	R	11	CA	Southfield	MI	48034	99	84
R086		RX8AO	R	11	CA	Onalaska	WI	54650	136	93
R018		RZ7AA	R	11	EN	Pullman	WA	99163	25	19
R157		SAHAA	R	11	EN	Lexington	KY	40555	177	122

RCN	SP	UIC	CELL CODE	CELL	FUNC	CITY	STATE	ZIP	AUTH	ACT
R077	SAWAA	R	11	MD	Bedford	MA	01731	83	52	
R203	SBEAA	R	11	MD	Baltimore	MD	21218	208	186	
R193	SBPAA	R	11	MD	Augusta	GA	30909	208	159	
R047	*SDOAA	R	11	MD	Galax	VA	24333	89	44	
R054	SDYAA	R	11	MD	Beloit	WI	53511	107	71	
R020	SEOAA	R	11	MD	Oakland	CA	94626	37	22	
R029	SGABO	R	11	MD	Staten Island	NY	10305	31	27	
R015	SHOAA	R	11	MI	St Petersburg	FL	33701	21	23	
R039	SKXAA	R	11	MI	Zanesville	OH	43701	124	35	
R146	*SKZAA	R	11	MP	Melbourne	FL	32905	124	110	
R023	SMGAA	R	11	MP	Ann Arbor	MI	48104	44	30	
R113	SMUAA	R	11	CS	Clarksdale	MS	38614	83	81	
R036	SQ9AA	R	11	OD	Columbus	OH	43215	64	42	
R150	SSXAA	R	11	CS	Ft Pickett	VA	23824	122	121	
R128	*ST9AA	R	11	CS	Des Moines	IA	50315	192	96	
R175	SVRAA	R	11	CS	Presidio SF	CA	94129	266	120	
R034	SXNAA	R	11	SC	Ft Sheridan	IL	60037	75	42	
R088	SYVAA	R	11	TC	Cleveland	OH	44122	66	50	
R026	S2UAA	R	11	TC	Cincinnati	OH	45237	30	30	
R043	S5KTO	R	11	AG	Aurora	IL	60506	94	40	
R106	S5NBO	R	11	EN	Lubbock	TX	79415	168	93	
R147	S7DAA	R	11	EN	Flushing	NY	11359	122	86	
R031	S73AA	R	11	CS	Chicago	IL	60666	52	26	
R049	TDASO	R	11	AS	South Bend	IN	46615	51	45	
R201	TDZAA	R	11	FA	Fort Lee	VA	23801	134	148	
R208	TD1TO	R	11	LG	Memphis	TN	38112	163	160	
R116	TEUAA	R	11	EN	South Rochester	MN	55901	202	59	
R084	TE6AA	R	11	MP	San Jose	CA	95110	158	122	
R117	TLEAA	R	11	MP	Sharonville	OH	45241	122	84	
R206	TLKAA	R	11	MD	Niagara Falls	NY	14304	253	134	
R212	*TLMAA	R	11	MD	Bismark	ND	58501	234	205	
R172	TNCAA	R	11	MD	Boston	MA	02210	193	108	
R045	TPKTO	R	11	CS	Tappan	NY	10983	79	84	
R081	*TPLBO	R	11	SF	Youngstown	OH	44507	71	80	
R074	TPLCO	R	11	SF	Dayton	OH	45417	71	67	
R041	TRRAA	R	11	SF	Lawrence	KS	66044	44	39	
R162	TU6AA	R	11	AG	Ft Rucker	AL	36362	157	118	
R159	7P9AA	R	11	IN	Pleasanton	CA	94566	143	111	
R038	8JGAA	R	11	TC	Cp Pendleton	CA	92055	29	18	
R205	8JCAA	R	11	RS	Baltimore	MD	21207	172	154	
R044	8J6AA	R	11	TC	Meridian	MS	39301	30	42	
R089	8KYAA	R	11	MD	Mobile	AL	36605	78	80	
R123	8K5AA	R	11	MD	Tucson	AZ	85713	132	117	
R021	8S1BM	R	11	TG	Frankfort	KY	40601	24	18	
R016	8S1CK	R	11	TG	Lexington	KY	40511	24	23	
R151	8S1TO	R	11	TG	Louisville	KY	40205	187	146	
R012	8TEAD	R	11	TG	Walla Walla	WA	99362	21	20	
R003	8TETP	R	11	TG	Vancouver	WA	98661	97	64	
R069	8TET4	R	11	TG	Vancouver	WA	98661	36	30	
R013	8TSAH	R	11	TG	Spartanburg	SC	29301	21	22	

RCN	SP	UIC	CELL CODE	CELL FUNC	CITY	STATE	ZIP	AUTH	ACT
R019	8TSDE	R	11	TG	Rutherfordton	NC	28139	21	23
R022	8TSYE	R	11	TG	Rutherfordton	NC	28139	21	22
R005	8USAH	R	11	TG	Dover	NJ	07801	21	15
R009	8USCE	R	11	TG	Lodi	NJ	07644	21	10
RCCC	8USTO	R	11	TG	Trenton	NJ		187	146
R024	8U3BD	R	11	TG	Lynchburg	VA	24502	21	24
R007	8WGAG	R	11	TG	Vallejo	CA	94590	21	21
R006	8WGAG	R	11	TG	San Jose	CA	95110	21	19
R001	8WGAK	R	11	TG	Sacramento	CA	95813	21	17
R008	8W4D9	R	11	TG	Stillwater	OK	74074	252	142
R004	8W4EH	R	11	TG	Guymon	OK	73942	21	14
R215	8W4TO	R	11	TG	Midwest City	OK	73140	186	107
R011	846DG	R	11	TG	Flint	MI	48503	21	18
R010	846DH	R	11	TG	Flint	MI	48503	21	16
R160	846T2	R	11	TG	Livonia	MI	48150	65	57
R002	85WBG	R	11	TG	Milwaukee	WI	53218	25	15
R014	85WTN	R	11	TG	Milwaukee	WI	53218	89	24
R066	*Q6CAA	R	11	TG	Fremont	NE	68025	192	77
R143	*SNLAA	R-CS12		CS	Elba	AL	36323	198	55
R048	SPHAA	R-CS12		CS	Tulsa	OK	74112	113	59
R182	TYZAA	R-CS12		CS	San Antonio	TX	78214	199	118
R189	RJ6CO	R-CS12		CS	Parkersburg	WV	26101	168	133
R076	RX8BO	R-EN14		EN	Decorah	IA	52101	168	89
R204	RX9DO	R-EN14		EN	NavSta FPO	HI	96630	169	182
R073	S5GDO	R-EN14		EN	Greensburg	PA	15601	168	60
R148	S5LCO	R-EN14		EN	Corpus Christi	TX	78411	168	144
R176	SZ9AA	R-EN14		EN	Franklin	PA	16323	158	105
R168	QWFAA	R-TC13		TC	Phoenix	AZ	85008	168	125
R107	QWNAA	TC	9	TC	Rio Vista	CA	94571	147	84
R165	QW7AA	TC	9	TC	Salt Lake City	UT	84117	158	99
R137	QXGAA	TC	9	TC	Cp Pendleton	CA	92055	177	105
R200	Q1CAA	TC	9	TC	Grand Prairie	TX	75051	250	177
R138	Q3TAA	TC	9	TC	Traverse City	MI	49684	88	102
R145	Q42AA	TC	9	TC	St. Louis	MO	63120	165	84
R210	Q6TAA	TC	9	TC	Ft Rucker	AL	36360	250	215
R174	*Q8QAA	TC	9	TC	Las Cruces	NM	88001	158	159
R033	RNFAA	TC	9	TC	Kingsbury	IN	46345	164	40
R108	RNHAA	TC	9	TC	Council Bluffs	IA	51501	92	72
R112	S1DAA	TC	9	TC	Portland	OR	97217	98	99
R096	S1EAA	TC	9	TC	Baltimore	MD	21226	98	92
R099	S1SAA	TC	9	TC	Green Bay	WI	54303	98	72
R213	SOGAA	TC	9	TC	Auburn	ME	04210	164	169
R179	SOLAA	TC	9	TC	Kingsport	TN	37662	92	116
R171	SOMAA	TC	9	TC	Orlando	FL	32809	164	126
R070	S00AA	TC	9	TC	Reading	PA	19604	91	50
R057	SORAA	TC	9	TC	Fresno	CA	93706	53	44
R119	SOUAA	TC	9	TC	Canton	OH	44706	164	96
R098	SOVAA	TC	9	TC	Salisbury	NC	28144	92	50
R025	SOWAA	TC	9	TC	Fort Wayne	IN	46809	92	41
R090	SOXAA	TC	9	TC	Belleville	IL	62221	92	74

RCN	SP	UIC	CELL CODE	CELL	FUNC	CITY	STATE	ZIP	AUTH	ACT
R177		S02AA	TC	9	TC	Alexandria	VA	22314	144	151
R051		S01AA	TC	9	TC	Peoria	IL	61614	158	49
R062		S02AA	TC	9	TC	Yakima F1 Ctr	WA	98901	88	72
R078		SX7AA	TC	9	TC	Baltimore	MD	21226	66	60
R095		SY9AA	TC	9	TC	Norman	OK	73069	251	88
R139		SZCAA	TC	9	TC	El Monte	CA	91733	92	107
R187		SZJAA	TC	9	TC	Bridgeport	CT	06604	140	113
R178		SZKAA	TC	9	TC	St Paul	MN	55107	250	117
R056		SZMAA	TC	9	TC	Osage City	KS	66523	135	62
R040		SZSAA	TC	9	TC	Beaumont	TX	77701	52	44
R065		SZWAA	TC	9	TC	Salisbury	NC	28144	52	56
R037		SZYAA	TC	9	TC	Fremont	OH	43420	52	38
R067		SZZAA	TC	9	TC	Brooklyn	NY	11252	52	63
R111		SZ1AA	TC	9	TC	Fairfield	CT	06430	105	64
R072		SZ6AA	TC	9	TC	Albermarle	NC	28001	92	59
R120		S1AAA	TC	9	TC	Camden	AR	71701	98	79
R134		S1BAA	TC	9	TC	Waycross	GA	31501	91	96
R135		S1CAA	TC	9	TC	Livingston	AL	35470	135	86
R131		S1FAA	TC	9	TC	Jacksonville	FL	32211	98	98
R140		S1GAA	TC	9	TC	Mobile	AL	36605	98	108
R102		S1LAA	TC	9	TC	Pedricktown	NJ	08067	98	95
R115		S1RAA	TC	9	TC	Lewes	DE	19958	91	61

Appendix B

THE QUESTIONNAIRES



MANPOWER
RESERVE AFFAIRS
AND LOGISTICS

1979 Reserve Force Personnel Survey FOR GRADES E-1 TO E-4 ONLY

RCS- DD(OT) 7915
Enlisted Form 1

Enlisted Personnel from Army National Guard and Army Reserve units across the United States are participating in this survey. The study is being conducted for the Office of the Deputy Assistant Secretary of Defense for Reserve Affairs by The Rand Corporation, a private non-profit research organization. Your unit has been scientifically selected to participate in this important survey. You, along with all the other members of your unit, will be answering this questionnaire. Please read the instructions below before you begin the questionnaire.

NOTE:

Public Law 93-573, called the Privacy Act of 1974, requires that you be informed of the purposes and uses to be made of the information that is collected.

The Department of Defense may collect the information requested in the 1979 Reserve Force Personnel Survey under the authority of 10 United States Code 136.

Providing information in this questionnaire is voluntary. Failure to respond to any particular questions will not result in any penalty for the respondent.

The information collected in the survey will be used to evaluate and improve Reserve Force personnel and recruiting policies.

The information will be used for research and analysis purposes only. The Rand Corporation, under contract to the Office of the Deputy Assistant Secretary of Defense - Reserve Affairs (ODASD-RA), has primary research and analysis responsibility.

HOW TO FILL OUT THIS SURVEY

I. Use a No. 2 Pencil.

II. Read each question carefully. Make a **HEAVY BLACK MARK** that **FILLS THE CIRCLE** next to your answer.

EXAMPLE:

Are you a member of the Army National Guard or the Army Reserve? (Mark one)

☒ Army National Guard ☐ Army Reserve

III. Please do not make stray marks of any kind.

INCORRECT MARKS



CORRECT MARK



IV. If the question asks for a **NUMBER**, you should do **THREE THINGS**:

- Write the numbers in the **BOXES**, making sure that the **LAST NUMBER** is always placed in the **RIGHT-HAND BOX**.
- Fill in the **UNUSED BOXES** with **ZEROS**.
- Mark the **MATCHING CIRCLE** **BELOW EACH BOX**.

EXAMPLE: What is your hourly wage for your current job? Suppose you earn \$4.50 per hour. You would enter the number as shown to the right.

DOLLARS		CENTS	
\$	0	4	50
(1)	(1)	(1)	(1)
(2)	(2)	(2)	(2)
(3)	(3)	(3)	(3)
(4)	(4)	(4)	(4)
(5)	(5)	(5)	(5)
(6)	(6)	(6)	(6)
(7)	(7)	(7)	(7)
(8)	(8)	(8)	(8)
(9)	(9)	(9)	(9)

V. Answers to some of the questions will be on a **SEVEN-POINT SCALE**.

EXAMPLE:

How satisfied were you with your unit's 1979 Annual Training (Summer Camp) location? (Mark one)



- If you were **Very Dissatisfied**, you would mark 1.
- If you were **Very Satisfied**, you would mark 7.
- If your opinion was somewhere in between, you would mark 2 or 3 or 4 or 5 or 6.

VI. Some questions also contain instructions about what to do next. The instruction depends on the answer you mark.

Q. 86. Are you currently enrolled in classes at a junior college, college, university, or a vocational or technical school? (Mark one)

- ☐ Yes (Answer Q.88)
☒ No (Go to Q.87)

EXAMPLE:

Suppose you are not currently going to school. You would mark your answer as shown, then **GO TO Q.87**. This means that you should leave Question 86 **BLANK**, and start answering again at Q.87.

I. MILITARY BACKGROUND

1. What time is it now?

Time: _____

2. What is today's date?

(A) MONTH	(B) DAY	(C) YEAR
<input type="radio"/> January	<input type="radio"/> 1	<input type="radio"/> 1979
<input type="radio"/> February	<input type="radio"/> 2	<input type="radio"/> 1980
<input type="radio"/> March	<input type="radio"/> 3	
<input type="radio"/> April	<input type="radio"/> 4	
<input type="radio"/> May	<input type="radio"/> 5	
<input type="radio"/> June	<input type="radio"/> 6	
<input type="radio"/> July	<input type="radio"/> 7	
<input type="radio"/> August	<input type="radio"/> 8	
<input type="radio"/> September	<input type="radio"/> 9	
<input type="radio"/> October	<input type="radio"/> 0	
<input type="radio"/> November	<input type="radio"/> 1	
<input type="radio"/> December	<input type="radio"/> 2	

3. Are you a member of the Army National Guard or Army Reserve? (Mark one)

- ☐ Army National Guard
☐ Army Reserve

4. Record the name and location of your Guard/Reserve unit. (Please print)

NAME OF UNIT	
CITY AND STATE	ZIP CODE

5. What is your present pay grade? (Mark one)

- ☐ E-1
☐ E-2
☐ E-3
☐ E-4



6. In what month and year were you promoted to your present pay grade?

(A) MONTH	(B) YEAR
<input type="radio"/> January	<input type="radio"/> 19
<input type="radio"/> February	<input type="radio"/> 8
<input type="radio"/> March	<input type="radio"/> 0
<input type="radio"/> April	<input type="radio"/> 1
<input type="radio"/> May	<input type="radio"/> 2
<input type="radio"/> June	<input type="radio"/> 3
<input type="radio"/> July	<input type="radio"/> 4
<input type="radio"/> August	<input type="radio"/> 5
<input type="radio"/> September	<input type="radio"/> 6
<input type="radio"/> October	<input type="radio"/> 7
<input type="radio"/> November	<input type="radio"/> 8
<input type="radio"/> December	<input type="radio"/> 9

7. When do you expect to get your NEXT PROMOTION to a higher pay grade? (Mark one)

- ☐ In less than 3 months
☐ 3-6 months from now
☐ 7-9 months from now
☐ 10-12 months from now
☐ 13-18 months from now
☐ 19 months to 2 years from now
☐ 25 months to 3 years from now
☐ More than 3 years from now

8. In what year did you first enter any branch of the military? If you first enlisted in the Active Service, record the year you first entered the Active Service.

19
8
0
1
2
3
4
5
6
7
8
9

9. When you first entered the military, which branch of the military did you sign up for? (Mark one)

- ☐ Active Army
☐ Active Navy
☐ Active Air Force
☐ Active Marines
☐ Army National Guard
☐ Air National Guard
☐ Army Reserve
☐ Navy Reserve
☐ Air Force Reserve
☐ Marine Reserve

10. In all, to the nearest year and month, how long have you served in the Army National Guard and/or Army Reserve? Record the number of years and months. If no months, enter 00.

YEARS	and	MONTHS
0		0
1		1
2		2
3		3
4		4
5		5
6		6
7		7
8		8
9		9

11. How did you FIRST learn about the Army National Guard/Army Reserve as a part-time job? (Mark one)

- ☐ From a recruiter
☐ From someone in the unit
☐ From advertisements (TV, radio, magazines)
☐ From my high school counselor or teacher
☐ From an Active Service Reenlistment Counselor
☐ From someone else

12. The FIRST PERSON I talked to about joining the Army National Guard/Army Reserve was: (Mark one)

- ☐ An Army Reserve Recruiter
☐ A National Guard Recruiter
☐ A member of my unit
☐ Someone else

13. Before you joined the Army National Guard/Army Reserve, which of these recruiters did you talk to? (Mark all that apply)

- ☐ Army Recruiter (either Active or Reserve)
☐ Active Navy Recruiter
☐ Active Air Force Recruiter
☐ Active Marine Corps Recruiter
☐ National Guard Recruiter
☐ I didn't talk to any of these recruiters.

14. Before you joined your unit, did you try to enlist in another National Guard or Reserve unit?

- ☐ No

Yes, I tried to enlist in ANOTHER UNIT IN THE:
(Mark all that apply)

- ☐ Army National Guard
☐ Air National Guard
☐ Army Reserve
☐ Navy Reserve
☐ Air Force Reserve
☐ Marine Reserve

15. Did you know any members of your unit before you joined it? (Mark one)

- ☐ Yes
☐ No

16. What is your current Primary MOS? Record the FIRST FOUR letters or numbers of your MOS. For example, MOS 11B20 would be recorded as 11B2.

☐ I do not have a Primary MOS yet.

My Primary MOS is: (Record one letter or number in each box)

FIRST LETTER/ NUMBER	SECOND LETTER/ NUMBER	THIRD LETTER/ NUMBER	FOURTH LETTER/ NUMBER
A	A	A	A
B	B	B	B
C	C	C	C
D	D	D	D
E	E	E	E
F	F	F	F
G	G	G	G
H	H	H	H
I	I	I	I
J	J	J	J
K	K	K	K
L	L	L	L
M	M	M	M
N	N	N	N
O	O	O	O
P	P	P	P
Q	Q	Q	Q
R	R	R	R
S	S	S	S
T	T	T	T
U	U	U	U
V	V	V	V
W	W	W	W
X	X	X	X
Y	Y	Y	Y
Z	Z	Z	Z
0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

17. When you first enlisted in the Army National Guard/Army Reserve, how many different MOS's were available to you? (Mark one)

- ☐ There was only one MOS available.
☐ Two
☐ Three
☐ Four or more

18. How satisfied are you with the MOS you signed up for? (Mark one)

- ☐ Very satisfied
☐ Somewhat satisfied
☐ Neither satisfied nor dissatisfied
☐ Somewhat dissatisfied
☐ Very dissatisfied

19. Are you MOS QUALIFIED for the position you now hold in your unit? (Mark one)

- ☐ Yes
☐ No

20. How were you trained for your CURRENT Primary MOS? (Mark one)

- ☐ In a formal service school
☐ On-the-job training (OJT) in the Active Army
☐ On-the-job training in a Guard/Reserve unit

- 4-

27. When you finally left the Active Force, what was your Primary MOS? Record the FIRST FOUR letters or numbers of your MOS at that time.

FIRST LETTER/ NUMBER	SECOND LETTER/ NUMBER	THIRD LETTER/ NUMBER	FOURTH LETTER/ NUMBER
(A) (M) (9)	(A) (M) (9)	(A) (M) (9)	(A) (M) (9)
(B) (N) (1)	(B) (N) (1)	(B) (N) (1)	(B) (N) (1)
(C) (P) (2)	(C) (P) (2)	(C) (P) (2)	(C) (P) (2)
(D) (Q) (3)	(D) (Q) (3)	(D) (Q) (3)	(D) (Q) (3)
(E) (R) (4)	(E) (R) (4)	(E) (R) (4)	(E) (R) (4)
(F) (S) (5)	(F) (S) (5)	(F) (S) (5)	(F) (S) (5)
(G) (T) (6)	(G) (T) (6)	(G) (T) (6)	(G) (T) (6)
(H) (U) (7)	(H) (U) (7)	(H) (U) (7)	(H) (U) (7)
(I) (V) (8)	(I) (V) (8)	(I) (V) (8)	(I) (V) (8)
(J) (W) (9)	(J) (W) (9)	(J) (W) (9)	(J) (W) (9)
(K) (X) (0)	(K) (X) (0)	(K) (X) (0)	(K) (X) (0)
(L) (Y) (1)	(L) (Y) (1)	(L) (Y) (1)	(L) (Y) (1)
(M) (Z) (2)	(M) (Z) (2)	(M) (Z) (2)	(M) (Z) (2)

28. Below are some reasons people have for joining the Guard/Reserve. Please tell us if each one was TRUE or NOT TRUE for you.

	TRUE for me	NOT TRUE for me
A. I wanted to serve with people I knew in the unit	<input type="radio"/>	<input type="radio"/>
B. I needed the extra income	<input type="radio"/>	<input type="radio"/>
C. I could get training in a new MOS skill	<input type="radio"/>	<input type="radio"/>
D. I wanted to earn credit toward Guard/Reserve retirement	<input type="radio"/>	<input type="radio"/>
E. I wanted to fulfill my military service obligation	<input type="radio"/>	<input type="radio"/>
F. I needed a part-time job while in school	<input type="radio"/>	<input type="radio"/>

29. Which of the reasons listed in Q.28 is your MOST IMPORTANT REASON for joining the Guard/Reserve? (Mark one)

☐ A ☐ B ☐ C ☐ D ☐ E ☐ F

SPECIAL INSTRUCTIONS

IF YOU HAVE NEVER SERVED IN THE ACTIVE FORCE OR SERVED LESS THAN 12 MONTHS IN THE ACTIVE FORCE, ANSWER Q.29-Q.43.

IF YOU HAVE SERVED IN THE ACTIVE FORCE FOR 12 MONTHS OR LONGER, GO TO Q.44 ON PAGE 77.

II. YOUR ENLISTMENT/REENLISTMENT

- 30A. At the time of your enlistment or most recent reenlistment, did you receive a bonus? (Mark one)

☐ No (Go to Q.31)

☐ Yes (Answer B and C below)

- B. What was the amount of your bonus?

☐ I don't know.

\$

0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

- C. Suppose you had not received a bonus. Would you have enlisted or reenlisted in the Army National Guard/Army Reserve anyway? (Mark one)

☐ Yes, definitely

☐ Yes, probably

☐ No, probably not

☐ No, definitely not

31. In all, how many weeks did you spend in initial active duty training (IADT) for the Guard/Reserve?

WEEKS OF IADT

0
1
2
3
4
5
6
7
8
9

32. Which of the following describes how you completed your initial active duty training for the Guard/Reserve? (Mark one)

☐ I completed my initial training in one period of active duty.

☐ I completed my initial training in two separate periods of active duty (split training).

33. What were you doing most of the time in civilian life during the month BEFORE your initial active duty training for the Guard/Reserve? (Mark one)

I was:

☐ Working full time.

☐ Working part time.

☐ With a job but not at work because of temporary illness, vacation, strike.

☐ Unemployed, laid off, looking for work.

☐ Going to school.

☐ Keeping house.

☐ Other, please specify: _____

--

34. The month before you entered active duty for your initial Guard/Reserve training, what was your hourly wage? Give your best estimate. (Mark one)

☐ I was not working at that time.

☐ Less than \$2.00 per hour

☐ \$2.00-\$2.99 per hour

☐ \$3.00-\$3.99 per hour

☐ \$4.00-\$4.99 per hour

☐ \$5.00-\$6.99 per hour

☐ \$7.00 per hour or more

35. What were you doing most of the time in civilian life during the month AFTER you completed your initial active duty training for the Guard/Reserve? (Mark one)

I was:

☐ Working full time.

☐ Working part time.

☐ With a job but not at work because of temporary illness, vacation, strike.

☐ Unemployed, laid off, looking for work.

☐ Going to school.

☐ Keeping house.

☐ Other, please specify: _____

36. After you completed your initial active duty training for the Guard/Reserve, did you return to work for the SAME EMPLOYER? (Mark one)

☐ No (Answer Q.37 below)

☐ Yes (Go to Q.38)

☐ I was not working when I entered my initial active duty training for the Guard/Reserve. (Go to Q.38)

37. What is the main reason why you didn't return to work for the same employer? (Mark one)

☐ I quit this job (or lost this job) before I went to my initial Guard/Reserve training.

☐ My job was not available when I returned from my initial Guard/Reserve training.

☐ I didn't return to the same employer for some other reason.

38. Before you joined the Army National Guard/Army Reserve, did you try to enlist in any active service?

☐ No

Yes, I tried to enlist in the: (Mark all that apply)

☐ Active Army

☐ Active Navy

☐ Active Air Force

☐ Active Marines

39. Below are some reasons people have for joining the Guard/Reserve INSTEAD of joining the active duty military. Please tell us if each one was TRUE or NOT TRUE for you.

I JOINED THE GUARD/RESERVE INSTEAD OF THE ACTIVE FORCE BECAUSE:

	TRUE for me	NOT TRUE for me
A. I wanted to serve with people I knew in the unit.	<input type="radio"/>	<input type="radio"/>
B. I didn't want to give up my civilian job.	<input type="radio"/>	<input type="radio"/>
C. I didn't want to leave my friends and family	<input type="radio"/>	<input type="radio"/>
D. I wanted to try out military life.	<input type="radio"/>	<input type="radio"/>
E. I could sign up for a better MOS than I could in the active military.	<input type="radio"/>	<input type="radio"/>
F. I needed a part-time job while I was in school.	<input type="radio"/>	<input type="radio"/>
G. I tried to enter the active military but didn't qualify.	<input type="radio"/>	<input type="radio"/>
H. I knew that once I was in the Guard/Reserve, I could transfer to the active Army	<input type="radio"/>	<input type="radio"/>
I. I didn't want to be stationed overseas with the active Army	<input type="radio"/>	<input type="radio"/>
J. I thought the term of enlistment for the Active Service was too long.	<input type="radio"/>	<input type="radio"/>

40. Which of the reasons in Q.39 was your MOST IMPORTANT REASON for joining the Guard/Reserve instead of the Active Duty Military? (Mark one)

☐ A

☐ B

☐ C

☐ D

☐ E

☐ F

☐ G

☐ H

☐ I

☐ J

41. When you first enlisted in the Guard/Reserve, was the Educational Tuition Assistance Plan available to members of your unit? (Mark one)

☐ Yes (Answer B below)

☐ No (Go to Q.42 at top of next page)

☐ I don't know. (Go to Q.42 at top of next page)

- B. Did you sign up for the Educational Tuition Assistance Plan? (Mark one)

☐ No (Go to Q.42 at top of next page)

☐ Yes (Answer C below)

- C. Suppose the Educational Tuition Assistance Plan had NOT been available. Would you have enlisted in the Army National Guard/Army Reserve anyway? (Mark one)

☐ Yes, definitely

☐ Yes, probably

☐ No, probably not

☐ No, definitely not

42. Do you plan to transfer into the FULL-TIME ACTIVE DUTY MILITARY in the future? (Mark one)

- ☐ Yes, definitely
☐ Yes, probably
☐ No, probably not
☐ No, definitely not
☐ I don't know, not sure.

43. Suppose a new enlistee were unhappy with the Army National Guard/Army Reserve. How easy or difficult do you think it would be for him (or her) to get out of the Guard/Reserve before the end of the enlistment period that he (or she) signed up for? (Mark one)

- ☐ Very easy ☐ Very difficult
☐ Fairly easy ☐ Almost impossible
☐ Somewhat difficult

III. MILITARY PLANS

44. How likely are you to REENLIST OR EXTEND at the end of your current term of service? (Mark one)

- ☐ (0 in 10) No chance
☐ (1 in 10) Very slight possibility
☐ (2 in 10) Slight possibility
☐ (3 in 10) Some possibility
☐ (4 in 10) Fair possibility
☐ (5 in 10) Fairly good possibility
☐ (6 in 10) Good possibility
☐ (7 in 10) Probable
☐ (8 in 10) Very probable
☐ (9 in 10) Almost sure
☐ (10 in 10) Certain

45. If you reenlisted now, would you be eligible for a bonus? (Mark one)

- ☐ Yes
☐ No
☐ I don't know.

46. Below are some reasons people have for REENLISTING OR EXTENDING their enlistment.

If you decide to reenlist or extend your enlistment, which of these would be your most important reason for staying in the Guard/Reserve? Which would be your second most important reason for staying in the Guard/Reserve? (Mark one reason under each column)

I WOULD REENLIST OR EXTEND MY ENLISTMENT BECAUSE:

- | | (A)
Most
Important
Reason | (B)
Second Most
Important
Reason |
|--|------------------------------------|---|
| I enjoy serving with the people in my unit | <input type="radio"/> | <input type="radio"/> |
| I want the challenge of military training. | <input type="radio"/> | <input type="radio"/> |
| I have the chance to use military equipment | <input type="radio"/> | <input type="radio"/> |
| I want to learn skills that will help me in civilian life | <input type="radio"/> | <input type="radio"/> |
| I have promotion opportunities | <input type="radio"/> | <input type="radio"/> |
| I need the extra income. | <input type="radio"/> | <input type="radio"/> |
| I want to be a member of a team that works to accomplish a mission | <input type="radio"/> | <input type="radio"/> |
| I want to serve my country | <input type="radio"/> | <input type="radio"/> |
| My unit is important to my community | <input type="radio"/> | <input type="radio"/> |
| I want to earn credit toward Guard/Reserve retirement | <input type="radio"/> | <input type="radio"/> |

47. Below are some reasons people have for DECIDING TO LEAVE the Army National Guard/Army Reserve.

If you decide to leave the Guard/Reserve at the end of your current term, which of these would be your most important reason for leaving? Which would be your second most important reason for leaving? (Mark one reason under each column)

I WOULD LEAVE THE GUARD/RESERVE BECAUSE:

- | | (A)
Most
Important
Reason | (B)
Second Most
Important
Reason |
|--|------------------------------------|---|
| I am not eligible to reenlist | <input type="radio"/> | <input type="radio"/> |
| I am moving to another area | <input type="radio"/> | <input type="radio"/> |
| It is too hard to get to my Guard/Reserve unit | <input type="radio"/> | <input type="radio"/> |
| I need the time for my education | <input type="radio"/> | <input type="radio"/> |
| My unit drills conflict with my civilian job | <input type="radio"/> | <input type="radio"/> |
| My unit drills conflict with my family activities | <input type="radio"/> | <input type="radio"/> |
| I want more leisure time | <input type="radio"/> | <input type="radio"/> |
| I don't like my unit's training | <input type="radio"/> | <input type="radio"/> |
| My unit doesn't have modern equipment for training | <input type="radio"/> | <input type="radio"/> |
| I'm bored with unit activities | <input type="radio"/> | <input type="radio"/> |
| The pay is too low | <input type="radio"/> | <input type="radio"/> |
| Promotions are too slow | <input type="radio"/> | <input type="radio"/> |
| I've had too many problems getting paid | <input type="radio"/> | <input type="radio"/> |

48. When you finally leave the Army National Guard/Army Reserve, how many years of membership in Army National Guard/Army Reserve units do you expect to have? Do not include any active duty service.

EXPECTED YEARS OF RESERVE/ GUARD SERVICE

0
1
2
3
4
5
6
7
8
9

IV. UNIT DRILL AND ANNUAL TRAINING ACTIVITIES

49. How far is your home from the place where your unit meets for drills? (Mark one)

- ☐ Less than one mile
☐ 1-4 miles ☐ 20-29 miles
☐ 5-9 miles ☐ 30-39 miles
☐ 10-14 miles ☐ 40-59 miles
☐ 15-19 miles ☐ 60 or more miles

50. How do you usually get to drill meetings? (Mark one)

- ☐ Walk
☐ Go in my own car
☐ Go in someone else's car
☐ Take public transportation
☐ Take a taxi
☐ Other

51. How long does it usually take you to get from your home to the place where your unit meets? (Mark one)

- ☐ 0-9 minutes ☐ 25-29 minutes
☐ 10-14 minutes ☐ 30-44 minutes
☐ 15-19 minutes ☐ 45-59 minutes
☐ 20-24 minutes ☐ 60 minutes or more

52. How much of a problem is it for you to get transportation to and from drill meetings? (Mark one)

- ☐ A serious problem ☐ A slight problem
☐ Somewhat of a problem ☐ Not a problem at all

53. During a month when you attend all the regularly scheduled drills for your unit, how many HOURS are you paid for?

HOURS PAID
PER MONTH

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

54. During a month when you attend all the regularly scheduled drills for your unit, how much is your drill paycheck for that month, AFTER TAXES AND DEDUCTIONS (Take Home Pay)?

MY MONTHLY DRILL
PAYCHECK IS
(TAKE HOME PAY)

\$	0	1	2	3	4	5	6	7	8	9
----	---	---	---	---	---	---	---	---	---	---

55. At the end of 1979, how many months will you have attended all of the regularly scheduled drills for your unit? (Mark one)

- ☐ 1 month ☐ 5 months ☐ 9 months
☐ 2 months ☐ 6 months ☐ 10 months
☐ 3 months ☐ 7 months ☐ 11 months
☐ 4 months ☐ 8 months ☐ 12 months

56. Thus far in 1979, how many days have you served in a mobilization or special call-up?

☐ None

NO. MOBILIZATIONS/
CALL-UPS

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

57. In 1979, how many days of Annual Training (Summer Camp) did you attend?

☐ None

NO. ANNUAL
TRAINING DAYS
(SUMMER CAMP)

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

58. During 1979 Annual Training (Summer Camp), did you receive a Basic Allowance for Quarters (BAQ)? (Mark one)

- ☐ Yes ☐ No ☐ I don't know.

59. During 1979 Annual Training (Summer Camp), did you receive a Basic Allowance for Subsistence (BAS)? (Mark one)

- ☐ Yes ☐ No ☐ I don't know.

60. In 1979, what was the total amount of your paycheck for Annual Training (Summer Camp), AFTER TAXES AND DEDUCTIONS (Take Home Pay)? Include any BAQ or BAS you received during Annual Training (Summer Camp). Please give your best estimate.

ANNUAL TRAINING
PAYCHECK (Take Home
Pay) AFTER TAXES

\$	0	1	2	3	4	5	6	7	8	9
----	---	---	---	---	---	---	---	---	---	---

61. For all of 1979, what will be your total income **BEFORE TAXES AND DEDUCTIONS** for your participation in the Army National Guard/Army Reserve? Include any pay from drills, Annual Training (Summer Camp), and BAS or BAQ and any call-ups or mobilizations. Please give your best estimate.

ESTIMATED 1979 INCOME
FROM RESERVE/GUARD
BEFORE TAXES

\$				
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0

62. Altogether in 1979, what is the total amount that you and your family will have spent in military exchanges (e.g., PX, BX)? Please give your best estimate. (Mark one)

☐ \$0
☐ \$1-99
☐ \$100-199
☐ \$200-399
☐ \$400-599
☐ \$600-999
☐ \$1,000-1,999
☐ \$2,000 or more

63. For all of 1979, how much money will you receive from educational benefits from the Guard/Reserve?

☐ I did not receive any educational benefits.

AMOUNT OF BENEFITS

\$				
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0
9	8	7	6	5
4	3	2	1	0

FOR Q.64 TO Q.74 BELOW, PLEASE MARK THE NUMBER WHICH SHOWS YOUR **OPINION**.

64. How satisfied are you with the training you receive during your unit drills? Please mark the number which shows your opinion on the line below. For example, people who are Very Satisfied would mark 7. People who are Very Dissatisfied would mark 1. Others may have opinions somewhere between 1 and 7. (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

65. How satisfied are you with the opportunities you have to use your MOS skills during unit drills? (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

66. How satisfied are you with the opportunities you have for promotion in your unit? (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

67. In general, how would you describe the weapons or equipment your unit uses during your unit drills? Mark the number which describes it best on the line below. For example, people who feel that the equipment is UP TO DATE would mark 7. People who feel that the equipment is OUT OF DATE would mark 1. Others may feel the equipment is somewhere between those descriptions. (Mark one)

Out of Date 1 2 3 4 5 6 7 Up to Date

68. In general, how would you describe the mechanical condition of the weapons or equipment your unit uses during training? (Mark one)

Poor 1 2 3 4 5 6 7 Excellent

69. How satisfied were you with the 1979 location of your unit's Annual Training (Summer Camp)? (Mark one)

Does not apply. I didn't attend 1979 Annual Training.

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

70. Overall, how satisfied were you with your unit's activities at Annual Training in 1979 (Summer Camp)? (Mark one)

Does not apply. I didn't attend 1979 Annual Training.

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

71. In general, how would you describe the morale of the personnel in GRADES E1-E4 in your unit? (Mark one)

Morale is Very Low 1 2 3 4 5 6 7 Morale is Very High

72. In general, how satisfied are you with the supervision and direction you receive during unit drills? (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

73. Overall, how satisfied are you with the pay you receive for the amount of time you spend on Guard/Reserve activities? (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

74. Overall, how satisfied are you with your participation in the Army National Guard/Army Reserve? (Mark one)

Very Dissatisfied 1 2 3 4 5 6 7 Very Satisfied

- 75A. In 1979, did you ever refer anybody to Army National Guard/Army Reserve recruiters?

☐ Yes (Answer Q.75B)
☐ No (Go to Q.76)

- 75B. In 1979, how many of the people you referred to recruiters actually joined your unit?

None 1 2 3 4 5 or more

AD-A110 093

RAND CORP SANTA MONICA CA

1979 RESERVE FORCE STUDIES SURVEYS: SURVEY DESIGN, SAMPLE DESIGN--ETC(U)

F/8 5/9

AUG 81 Z D DOERING, D W BRISSMER, J A HAWES

RAND/N-1749-MRAL

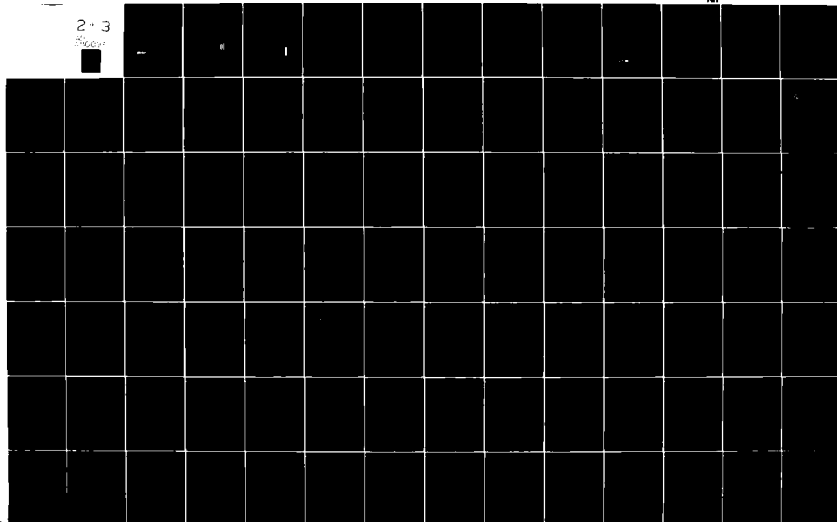
UNCLASSIFIED

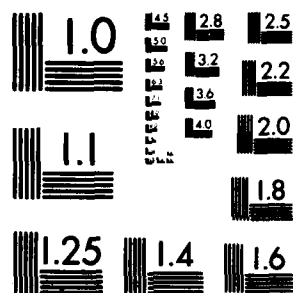
2-3

Page



NI





MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

V. INDIVIDUAL CHARACTERISTICS

76. Are you male or female? (Mark one)

☐ Male ☐ Female

77. When were you born?

(A) MONTH	(B) DAY	(C) YEAR
<input type="radio"/> January	<input type="radio"/> 1 <input type="radio"/> 2	<input type="radio"/> 1 <input type="radio"/> 2
<input type="radio"/> February	<input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> 3 <input type="radio"/> 4
<input type="radio"/> March	<input type="radio"/> 5 <input type="radio"/> 6	<input type="radio"/> 5 <input type="radio"/> 6
<input type="radio"/> April	<input type="radio"/> 7 <input type="radio"/> 8	<input type="radio"/> 7 <input type="radio"/> 8
<input type="radio"/> May	<input type="radio"/> 9 <input type="radio"/> 0	<input type="radio"/> 9 <input type="radio"/> 0
<input type="radio"/> June	<input type="radio"/> 1 <input type="radio"/> 2	<input type="radio"/> 1 <input type="radio"/> 2
<input type="radio"/> July	<input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> 3 <input type="radio"/> 4
<input type="radio"/> August	<input type="radio"/> 5 <input type="radio"/> 6	<input type="radio"/> 5 <input type="radio"/> 6
<input type="radio"/> September	<input type="radio"/> 7 <input type="radio"/> 8	<input type="radio"/> 7 <input type="radio"/> 8
<input type="radio"/> October	<input type="radio"/> 9 <input type="radio"/> 0	<input type="radio"/> 9 <input type="radio"/> 0
<input type="radio"/> November	<input type="radio"/> 1 <input type="radio"/> 2	<input type="radio"/> 1 <input type="radio"/> 2
<input type="radio"/> December	<input type="radio"/> 3 <input type="radio"/> 4	<input type="radio"/> 3 <input type="radio"/> 4

78. Which of these describes you best? (Mark one)

I AM:

- ☐ Afro-American/Black/Negro
☐ American Indian/Alaskan Native
☐ Hispanic/Puerto Rican/Mexican/Cuban/Latino/
 Chicano/Other Spanish
☐ Oriental/Asian/Chinese/Japanese/Korean/
 Filipino/Pacific Islander
☐ White/Caucasian
☐ Other

79. What is your marital status? (Mark one)

- ☐ Married
☐ Separated
☐ Divorced
☐ Widowed
☐ Single, never married

80. Which of these describes your spouse's work situation now? (Mark all that apply)

- ☐ Working full time
☐ Working part time
☐ With a job but not at work because of temporary
 illness, vacation, strike, etc.
☐ Unemployed, laid off, looking for work
☐ Retired
☐ In school
☐ Keeping house/responsible for child care
☐ Other

81. Is your spouse now a member of the Army National Guard or Army Reserve? (Mark one)

- ☐ Yes
☐ No

82. How many children do you have? Include stepchildren and adopted children. (Mark one)

- ☐ None
☐ 1
☐ 2
☐ 3
☐ 4
☐ 5
☐ 6
☐ 7
☐ 8
☐ 9
☐ 10 or more

83. AS OF TODAY, what is the highest grade or year of regular school or college you have completed and gotten credit for? If you have a GED, mark the last grade you completed in regular school. (Mark one)

- | ELEMENTARY: | HIGH SCHOOL: | YEARS OF COLLEGE CREDIT: |
|---------------------------|----------------------------|---------------------------------|
| <input type="radio"/> 1st | <input type="radio"/> 9th | <input type="radio"/> 1 |
| <input type="radio"/> 2nd | <input type="radio"/> 10th | <input type="radio"/> 2 |
| <input type="radio"/> 3rd | <input type="radio"/> 11th | <input type="radio"/> 3 |
| <input type="radio"/> 4th | <input type="radio"/> 12th | <input type="radio"/> 4 |
| <input type="radio"/> 5th | | <input type="radio"/> 5 |
| <input type="radio"/> 6th | | <input type="radio"/> 6 |
| <input type="radio"/> 7th | | <input type="radio"/> 7 |
| <input type="radio"/> 8th | | <input type="radio"/> 8 or more |

84. Do you have a GED Certificate or a High School Diploma? (Mark one)

- ☐ I have a GED Certificate.
☐ I have a High School Diploma.
☐ I do not have either a GED Certificate or a High School Diploma.

85. Are you currently enrolled in classes at a junior college, college, university, or a vocational or technical school? (Mark one)

- ☐ No (Go to Q.87, next page)

Yes, I am enrolled in a:

- ☐ two-year college (junior college), either private or public.
☐ four-year public college or university.
☐ four-year private college or university.
☐ vocational or technical school.

86. About how many hours per week do you usually spend on your course or courses? Please include classroom, study, and travel time. (Give your best estimate)

HOURS PER WEEK

0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

- What is the highest grade or year of regular school or college that you think you will ever complete in the future? If your highest grade will be a GED certificate, mark 12th grade. (Mark one)

ELEMENTARY:	HIGH SCHOOL:	YEARS OF COLLEGE CREDIT:
<input type="radio"/> 1st	<input type="radio"/> 9th	<input type="radio"/> 1
<input type="radio"/> 2nd	<input type="radio"/> 10th	<input type="radio"/> 2
<input type="radio"/> 3rd	<input type="radio"/> 11th	<input type="radio"/> 3
<input type="radio"/> 4th	<input type="radio"/> 12th	<input type="radio"/> 4
<input type="radio"/> 5th		<input type="radio"/> 5
<input type="radio"/> 6th		<input type="radio"/> 6
<input type="radio"/> 7th		<input type="radio"/> 7
<input type="radio"/> 8th		<input type="radio"/> 8 or more

88. How would you describe the grades you make now or were making when you were last in regular school, that is high school or college? (Mark one)

☐ Mostly A
☐ About half A and half B
☐ Mostly B
☐ About half B and half C
☐ Mostly C
☐ About half C and half D
☐ Mostly D
☐ Mostly below D

89. Which of the following best describes the type of place where you are living now? (Mark one)

☐ In a large city (over 250,000)
☐ In a suburb near a large city
☐ In a medium-sized city (50,000 - 250,000)
☐ In a suburb near a medium-sized city
☐ In a small city or town (under 50,000)
☐ On a farm or ranch
☐ In a rural area but not a farm or ranch

90. What is the ZIP Code of the place where you live now?

☐ I don't know the ZIP Code.

ZIP Code

0	0	0	0	0
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9

91. In what COUNTY do you now live?

(Example: Anderson County, Tenn.)

County:

☐ I don't know the county.

92. What is your Social Security Number?

0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9

93. Which of the following people have served or are serving in the Army National Guard or Army Reserve? (Mark all that apply)

☐ Parent(s)
☐ Brother(s) and/or Sister(s)
☐ Uncle(s) and/or Aunt(s)
☐ Inlaw(s)
☐ Other relatives
☐ Boss at work

☐ None of these people have ever served in the Guard or Reserve.

VI. CIVILIAN WORK

84. Have you ever had any of the following kinds of jobs?
(Mark YES or NO for each one)

- | | NO | YES |
|---|-----------------------|-----------------------|
| A job that was part of a program called <u>CETA</u> | <input type="radio"/> | <input type="radio"/> |
| A job that was part of a program called <u>Neighborhood Youth Corps</u> | <input type="radio"/> | <input type="radio"/> |
| A job that was part of another government-sponsored program | <input type="radio"/> | <input type="radio"/> |

85. By the end of 1979, how many months do you expect to have worked for pay at a civilian job (either full time or part time)? (Mark one)

☐ I don't expect to have worked in 1979.

For 1979, I expect to have worked:

- ☐ Less than one month.
☐ 1 month.
☐ 2 months.
☐ 3 months.
☐ 4 months.
☐ 5 months.
☐ 6 months.
☐ 7 months.
☐ 8 months.
☐ 9 months.
☐ 10 months.
☐ 11 months.
☐ 12 months.

86. By the end of 1979, how many months do you expect you will have been without a job and looking for work?

(Mark one)

☐ I don't expect to be without a job in 1979.

For 1979, I expect to be without a job:

- ☐ Less than one month.
☐ 1 month.
☐ 2 months.
☐ 3 months.
☐ 4 months.
☐ 5 months.
☐ 6 months.
☐ 7 months.
☐ 8 months.
☐ 9 months.
☐ 10 months.
☐ 11 months.
☐ 12 months.

87. In 1979, did you receive any income from Unemployment Compensation? (Mark one)

- ☐ Yes
☐ No

88. What were you doing most of the time in civilian life LAST MONTH? (Mark all that apply)

I WAS:

- ☐ Working full time.
☐ Working part time.
☐ With a job but not at work because of temporary illness, vacation, strike, etc.
☐ Unemployed, laid off, looking for work.
☐ Retired.
☐ Going to school.
☐ Keeping house.
☐ Other (please specify):

IF YOU HAVE MORE THAN ONE JOB, PLEASE ANSWER THESE QUESTIONS FOR THE JOB WHERE YOU WORK THE MOST HOURS PER WEEK.

89. THE NEXT QUESTIONS ARE ABOUT YOUR CIVILIAN JOB. IF YOU HAVE MORE THAN ONE JOB, PLEASE ANSWER THESE QUESTIONS FOR THE JOB WHERE YOU WORK THE MOST HOURS PER WEEK.

What kind of work do you do, that is, what is your job called? (For example, carpenter, stock clerk, electrician's helper, typist, etc.)

KIND OF WORK/JOB TITLE

100. Which of the following best describes your civilian employer? (Mark one)

- ☐ Federal Government
☐ State Government
☐ Local Government
☐ I am self-employed.
☐ Private firm with more than 500 employees
☐ Private firm with 100-499 employees
☐ Private firm with less than 100 employees

101. What kind of place do you work for? (For example, TV and radio manufacturing, retail shoe store, etc.)

Write the kind of place in the space below. Do not write the name of the company.

KIND OF PLACE OF EMPLOYMENT

Other Use Only

0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9

102. How long have you worked for your present civilian employer? If you have worked for this employer more than once, please give the length of your most recent employment. (Mark one)

- ☐ Does not apply, I am self-employed.
- ☐ Less than one year
- ☐ At least one year but less than 3 years
- ☐ At least 3 years but less than 5 years
- ☐ At least 5 years but less than 10 years
- ☐ Ten years or more

103. Which of the following describes how you are paid in your (main) civilian job? (Mark all that apply)

- ☐ A Hourly wage rate
- ☐ B Salary
- ☐ C Commission, tips, or bonus

104. What is your hourly wage rate in your (main) civilian job?

- ☐ Does not apply, I am not paid an hourly wage rate.

DOLLARS		CENTS	PER HOUR
\$			
	0	0	
	1	1	
	2	2	
	3	3	
	4	4	
	5	5	
	6	6	
	7	7	
	8	8	
	9	9	

IF YOU ARE PAID AN HOURLY WAGE RATE, GO TO Q.107.

IF YOU ARE NOT PAID AN HOURLY WAGE RATE, ANSWER Q.105 AND Q.106 BELOW.

105. What kind of salary do you receive in your (main) civilian job? (Mark one)

- ☐ Weekly
- ☐ Every two weeks
- ☐ Monthly
- ☐ Yearly
- ☐ Other (specify):

--	--	--	--	--	--	--	--	--	--

106. What is your salary in your (main) civilian job, before taxes and other deductions? (Enter the amount you receive for the time period marked in Q.105.)

\$					
0	0	0	0	0	0
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7	7	7	7	7	7
8	8	8	8	8	8
9	9	9	9	9	9

107. How much do you usually earn per year in commissions, tips, or bonuses in your (main) civilian job?

- ☐ I do not receive commissions, tips, or bonuses.

\$	PER YEAR				
0	0	0	0	0	0
1	1	1	1	1	1
2	2	2	2	2	2
3	3	3	3	3	3
4	4	4	4	4	4
5	5	5	5	5	5
6	6	6	6	6	6
7	7	7	7	7	7
8	8	8	8	8	8
9	9	9	9	9	9

108. In 1978, how many hours a week have you usually worked at your (main) civilian job?

HOURS PER WEEK USUALLY WORKED

0	0	0	0	0	0	0	0	0	0
1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9

109. In 1979, have you ever worked MORE THAN 40 HOURS PER WEEK at your (main) civilian job? (Mark one)

- ☐ No (Go to Q.113 on the bottom of this page)
☐ Yes (Answer Q.110 thru Q.112 below)

110. In 1979, how many weeks do you expect to work more than 40 hours at your (main) civilian job? Give your best estimate.

WEEKS	
0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

111. Think about the weeks in 1979 when you have worked more than 40 hours at your (main) civilian job. During those weeks, how many OVERTIME hours per week did you usually work?

OVERTIME HOURS PER WEEK	
0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

112. In 1979, what has been your usual pay rate when you worked more than 40 hours per week? (Mark one)

- ☐ I am not paid extra for working more than 40 hours.
☐ I am paid at my regular pay rate for all hours I work.
☐ I am paid time-and-a-half.
☐ I am paid double time.
☐ I am paid more than double time.

How many days of paid vacation per year do you receive in your current (main) civilian job?

- ☐ I do not receive paid vacation on my (main) civilian job.

DAYS OF PAID VACATION	
0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

114. What is your employer's leave policy for your Annual Training Duty (Summer Camp) for the Guard/Reserve? (Mark one)

- ☐ Does not apply, I am self-employed.
☐ Permits 2 weeks extra leave with full pay.
☐ Permits 2 weeks extra leave without pay.
☐ Permits 2 weeks extra leave but pays me only the difference between my military and civilian pay.
☐ Does not permit extra leave or pay, I must use my regular vacation.
☐ Other (specify):

115. How many regular paid vacation days did you use in order to attend Annual Training (Summer Camp) in 1979?

NO. PAID
VACATION
DAYS

- ☐ I didn't attend 1979 Annual Training (Summer Camp).
☐ I didn't use paid vacation days.

0
1
2
3
4
5
6
7
8
9

116. How many days of military leave (paid or unpaid) did you take off from work to attend Annual Training (Summer Camp) in 1979?

NO. DAYS
MILITARY
LEAVE

- ☐ I didn't attend 1979 Annual Training (Summer Camp).
☐ I didn't take military leave from work.

0
1
2
3
4
5
6
7
8
9

117. In all, how much civilian pay (including vacation pay) did you collect for the time you attended Annual Training in 1979? Enter the amount collected before taxes and deductions.

CIVILIAN PAY
DURING ANNUAL
TRAINING

- ☐ I didn't attend 1979 Annual Training (Summer Camp).
☐ I didn't collect civilian pay.

\$	
0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

118. In general, what is your civilian supervisor's attitude about your participation in the Guard/Reserve? (Mark one)

Does not apply, I am self-employed.

- ☐ Very favorable
☐ Somewhat favorable
☐ Neither favorable nor unfavorable
☐ Somewhat unfavorable
☐ Very unfavorable

119. How much of a problem is it for you to make arrangements with your (main) civilian employer to attend regular unit drills? (Mark one)

☐ Does not apply, I am self-employed.

- ☐ A serious problem
☐ Somewhat of a problem
☐ A slight problem
☐ Not a problem at all

120. Some people feel that participation in the Guard or Reserve helps them get ahead in their civilian job. Others feel that their membership in the Guard or Reserve has hurt their chances for getting ahead in their civilian work. What effect has being a member of the Army National Guard/Army Reserve had on your getting ahead in your current civilian job? (Mark one)

- ☐ Helped me a lot
☐ Helped me somewhat
☐ Had no effect
☐ Hurt my chances somewhat
☐ Hurt my chances a lot

121. In the past year, have you ever tried to find a part-time civilian job? (Mark one)

- ☐ Yes
☐ No

122. If you were NOT in the Army National Guard/Army Reserve, how easy or difficult would it be for you to get a part-time civilian job in the area where you now live? (Mark one)

- ☐ Not difficult at all
☐ Somewhat difficult
☐ Very difficult
☐ Almost impossible
☐ I don't know.

123. If you were NOT in the Army National Guard/Army Reserve at this time, how much could you expect to earn per hour at a part-time civilian job? (Mark one)

- | | |
|---------------------------|--------------------------|
| Less than \$2.00 per hour | \$7.00-7.99 per hour |
| \$2.00-2.99 per hour | \$8.00-8.99 per hour |
| \$3.00-3.99 per hour | \$9.00-9.99 per hour |
| \$4.00-4.99 per hour | \$10.00-\$14.99 per hour |
| \$5.00-5.99 per hour | \$15.00 per hour or more |
| \$6.00-6.99 per hour | |

☐ I don't know.

124. Have any people in your unit ever helped you find a civilian job? (Mark one)

Yes No

125. Thinking back to 1978, what was your family's TOTAL INCOME, BEFORE TAXES AND DEDUCTIONS, from all sources? Include your Reserve/Guard pay, civilian job earnings, your spouse's income, dividends, interest and any other income received. Please give your best estimate. (Mark one)

MY 1978 TOTAL FAMILY INCOME:

- | | |
|---|---|
| <input type="radio"/> Under \$3,000 a year | <input type="radio"/> \$13,000 to \$14,999 a year |
| <input type="radio"/> \$3,000 to \$3,999 a year | <input type="radio"/> \$15,000 to \$16,999 a year |
| <input type="radio"/> \$4,000 to \$4,999 a year | <input type="radio"/> \$17,000 to \$18,999 a year |
| <input type="radio"/> \$5,000 to \$6,999 a year | <input type="radio"/> \$20,000 to \$24,999 a year |
| <input type="radio"/> \$7,000 to \$8,999 a year | <input type="radio"/> \$25,000 to \$29,999 a year |
| <input type="radio"/> \$9,000 to \$10,999 a year | <input type="radio"/> \$30,000 and over a year |
| <input type="radio"/> \$11,000 to \$12,999 a year | |

126. For all of 1979, what will be your family's TOTAL INCOME, BEFORE TAXES AND DEDUCTIONS, from all sources? Include your Reserve/Guard pay, civilian job earnings, your spouse's income, dividends, interest and any other income received. Please give your best estimate. (Mark one)

MY 1979 TOTAL FAMILY INCOME:

- | | |
|---|---|
| <input type="radio"/> Under \$3,000 a year | <input type="radio"/> \$13,000 to \$14,999 a year |
| <input type="radio"/> \$3,000 to \$3,999 a year | <input type="radio"/> \$15,000 to \$16,999 a year |
| <input type="radio"/> \$4,000 to \$4,999 a year | <input type="radio"/> \$17,000 to \$18,999 a year |
| <input type="radio"/> \$5,000 to \$6,999 a year | <input type="radio"/> \$20,000 to \$24,999 a year |
| <input type="radio"/> \$7,000 to \$8,999 a year | <input type="radio"/> \$25,000 to \$29,999 a year |
| <input type="radio"/> \$9,000 to \$10,999 a year | <input type="radio"/> \$30,000 and over a year |
| <input type="radio"/> \$11,000 to \$12,999 a year | |

127. For all of 1979, what will be YOUR SPOUSE'S total earnings from a job or business BEFORE TAXES AND DEDUCTIONS? Please give your best estimate. (Mark one)

☐ I am not married.

MY SPOUSE'S EARNINGS IN 1979:

- | | |
|--|---|
| <input type="radio"/> \$0 | <input type="radio"/> \$11,000 to \$12,999 a year |
| <input type="radio"/> Under \$3,000 a year | <input type="radio"/> \$13,000 to \$14,999 a year |
| <input type="radio"/> \$3,000 to \$3,999 a year | <input type="radio"/> \$15,000 to \$16,999 a year |
| <input type="radio"/> \$4,000 to \$4,999 a year | <input type="radio"/> \$17,000 to \$18,999 a year |
| <input type="radio"/> \$5,000 to \$6,999 a year | <input type="radio"/> \$20,000 to \$24,999 a year |
| <input type="radio"/> \$7,000 to \$8,999 a year | <input type="radio"/> \$25,000 to \$29,999 a year |
| <input type="radio"/> \$9,000 to \$10,999 a year | <input type="radio"/> \$30,000 and over a year |

- ☐ Never
- ☐ Less than once a month
- ☐ About once a month
- ☐ Two or three times a month
- ☐ Once a week or more

- | | I spend too much time | I spend about the right amount of time | I don't spend enough time |
|--------------------------|-----------------------|--|---------------------------|
| Your civilian job | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Family activities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Leisure activities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Guard/Reserve activities | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

- Time: _____

-

- ☐ Yes [Please fill out a Comment Sheet(s) and enclose it with your questionnaire]

PLEASE SEAL THE QUESTIONNAIRE AND ANY COMMENT SHEET(S) IN THE CONFIDENTIAL ENVELOPE PROVIDED BEFORE RETURNING IT TO THE SURVEY ADMINISTRATOR.

☐ Board

☐ Reserve



RCS- DD-M(OT) 7915
Enlisted Form 2

1979 Reserve Force Personnel Survey FOR GRADES E-5 TO E-9 ONLY

Enlisted Personnel from Army National Guard and Army Reserve units across the United States are participating in this survey. The study is being conducted for the Office of the Deputy Assistant Secretary of Defense for Reserve Affairs by The Rand Corporation, a private non-profit research organization. Your unit has been scientifically selected to participate in this important survey. You, along with all the other members of your unit, will be answering this questionnaire. Please read the instructions below before you begin the questionnaire.

NOTE:

Public Law 93-573, called the Privacy Act of 1974, requires that you be informed of the purposes and uses to be made of the information that is collected.

The Department of Defense may collect the information requested in the 1979 Reserve Force Personnel Survey under the authority of 10 United States Code 138.

Providing information in this questionnaire is voluntary. Failure to respond to any particular questions will not result in any penalty for the respondent.

The information collected in the survey will be used to evaluate and improve Reserve Force personnel and recruiting policies.

The information will be used for research and analysis purposes only. The Rand Corporation, under contract to the Office of the Deputy Assistant Secretary of Defense - Reserve Affairs (ODASD-RA), has primary research and analysis responsibility.

HOW TO FILL OUT THIS SURVEY

I. Use a No. 2 Pencil.

II. Read each question carefully. Make a **HEAVY BLACK MARK** that **FILLS THE CIRCLE** next to your answer.

EXAMPLE:

Are you a member of the Army National Guard or the Army Reserve? (Mark one)

☒ Army National Guard ☐ Army Reserve

III. Please do not make stray marks of any kind.

INCORRECT MARKS



CORRECT MARK



IV. If the question asks for a **NUMBER**, you should do **THREE THINGS**:

• Write the numbers in the **BOXES**, making sure that the **LAST NUMBER** is always placed in the **RIGHT-HAND BOX**.

• Fill in the **UNUSED BOXES** with **ZEROS**.

• Mark the **MATCHING CIRCLE** **BELOW EACH BOX**.

EXAMPLE: What is your hourly wage for your civilian job? Suppose you earn \$4.50 per hour. You would enter the number as shown to the right.

DOLLARS		CENTS
\$	0	5
	4	0
	1	1
	2	2
	3	3
	4	4
	5	5
	6	6
	7	7
	8	8
	9	9

V. Answers to some of the questions will be on a **SEVEN-POINT SCALE**.

EXAMPLE:

How satisfied were you with your unit's 1979 Annual Training (Summer Camp) location? (Mark one)



- If you were **Very Dissatisfied**, you would mark 1.

- If you were **Very Satisfied**, you would mark 7.

- If your opinion was somewhere in between, you would mark 2 or 3 or 4 or 5 or 6.

VI. Some questions also contain instructions about what to do next. The instruction depends on the answer you mark.

Q. 85. Are you currently enrolled in classes at a junior college, college, university, or a vocational or technical school? (Mark one)

☐ Yes (Answer Q.86)

☒ No (Go to Q.87)

EXAMPLE:

Suppose you are **not** currently going to school. You would mark your answer as shown, then **GO TO Q.87**. This means that you should leave Question 86 **BLANK**, and start answering again at Q.87.

I. MILITARY BACKGROUND

1. What time is it now?

Time: _____

2. What is today's date?

(A) MONTH	(B) DAY	(C) YEAR
January		1979
February		1980
March	1	
April	2	
May	3	
June	4	
July	5	
August	6	
September	7	
October	8	
November	9	
December	0	

3. Are you a member of the Army National Guard or Army Reserve? (Mark one)

- ☐ Army National Guard
☐ Army Reserve

4. Record the name and location of your Guard/Reserve unit. (Please print)

NAME OF UNIT	
CITY AND STATE	ZIP CODE

5. What is your present pay grade? (Mark one)

- ☐ E-5
☐ E-6
☐ E-7
☐ E-8
☐ E-9

SPECIAL INSTRUCTIONS:
 IF YOUR ANSWERS TO QUESTIONS 1-5 ARE THE SAME AS YOUR PREVIOUS ANSWERS, YOU MAY CHECK THE "SAME" BOXES. IF YOU HAVE CHANGED YOUR ANSWERS, YOU MUST CHECK THE "CHANGED" BOXES. IF YOU HAVE CHANGED YOUR ANSWERS, YOU MUST CHECK THE "CHANGED" BOXES. IF YOU HAVE CHANGED YOUR ANSWERS, YOU MUST CHECK THE "CHANGED" BOXES.

6. In what month and year were you promoted to your present pay grade?

(A) MONTH	(B) YEAR
January	19
February	0
March	1
April	2
May	3
June	4
July	5
August	6
September	7
October	8
November	9
December	0

7. In what year did you first enter any branch of the military? If you first enlisted in the Active Service, record the year you first entered the Active Military.

19	
0	
1	
2	
3	
4	
5	
6	
7	
8	
9	

8. When you first entered the military, which branch of the military did you sign up for? (Mark one)

- ☐ Active Army
☐ Active Navy
☐ Active Air Force
☐ Active Marines
☐ Army National Guard
☐ Air National Guard
☐ Army Reserve
☐ Navy Reserve
☐ Air Force Reserve
☐ Marine Reserve

9. In which services have you served since you first entered the military? (Mark all that apply)

- ☐ Active Army
☐ Active Navy
☐ Active Air Force
☐ Active Marines
☐ Army National Guard
☐ Air National Guard
☐ Army Reserve
☐ Navy Reserve
☐ Air Force Reserve
☐ Marine Reserve

	No Military Service	Active Duty Army	Active Duty: Air Force, Marines, or Navy	Army National Guard	Air National Guard	Army Reserve	Reserve: Air Force, Marines, or Navy
1959							
1960							
1961							
1962							
1963							
1964							
1965							
1966							
1967							
1968							
1969							
1970							
1971							
1972							
1973							
1974							
1975							
1976							
1977							
1978							
1979							

11. In all, how long did you serve in the active force? Do not include your initial active duty training for the Guard/Reserve as Active Military Service.

**I SERVED IN THE
ACTIVE FORCE:**

YEARS and **MONTHS**

☐ 1-6 months
☐ 7-11 months
☐ 12-24 months
☐ 25 or more months

YEARS

0	
1	
2	
3	
4	
5	
6	
7	
8	
9	

and

MONTHS

0	
1	
2	
3	
4	
5	
6	
7	
8	
9	

☐ Yes

☐ No

15. How many years have you served in your current unit?

Less than 1 year

16. In all, how many different Army National Guard and/or Army Reserve units have you served in since you entered military service? Count your current unit. (Mark one)

1 6
2 7
3 8
4 9
5 10 or more

YEARS	
0	<input type="radio"/>
1	<input type="radio"/>
2	<input type="radio"/>
3	<input type="radio"/>
4	<input type="radio"/>
5	<input type="radio"/>
6	<input type="radio"/>
7	<input type="radio"/>
8	<input type="radio"/>
9	<input type="radio"/>
10	<input type="radio"/>

IF YOU HAVE SERVED IN ONLY YOUR CURRENT UNIT, GO TO Q.18.

IF YOU HAVE SERVED IN TWO OR MORE UNITS, ANSWER Q.17.

17. What was the main reason you transferred to your current unit? (Mark one)

☐ I moved away from the location of my old unit.
☐ I wanted training in a different MOS.
☐ I wanted to get a promotion.
☐ I wanted to join a better unit.
☐ I wanted to serve with people I know in this unit.
☐ I wanted to join a unit closer to my home.
☐ Other

18. What is your current Primary MOS? Record the FIRST FOUR letters or numbers of your MOS. For example, MOS 11B20 would be recorded as 11B2.

☐ I do not have a Primary MOS yet.

MY MOS IS: (Record one letter or number in each box.)

FIRST LETTER/NUMBER	SECOND LETTER/NUMBER	THIRD LETTER/NUMBER	FOURTH LETTER/NUMBER
A <input type="radio"/>	A <input type="radio"/>	A <input type="radio"/>	A <input type="radio"/>
B <input type="radio"/>	B <input type="radio"/>	B <input type="radio"/>	B <input type="radio"/>
C <input type="radio"/>	C <input type="radio"/>	C <input type="radio"/>	C <input type="radio"/>
D <input type="radio"/>	D <input type="radio"/>	D <input type="radio"/>	D <input type="radio"/>
E <input type="radio"/>	E <input type="radio"/>	E <input type="radio"/>	E <input type="radio"/>
F <input type="radio"/>	F <input type="radio"/>	F <input type="radio"/>	F <input type="radio"/>
G <input type="radio"/>	G <input type="radio"/>	G <input type="radio"/>	G <input type="radio"/>
H <input type="radio"/>	H <input type="radio"/>	H <input type="radio"/>	H <input type="radio"/>
I <input type="radio"/>	I <input type="radio"/>	I <input type="radio"/>	I <input type="radio"/>
J <input type="radio"/>	J <input type="radio"/>	J <input type="radio"/>	J <input type="radio"/>
K <input type="radio"/>	K <input type="radio"/>	K <input type="radio"/>	K <input type="radio"/>
L <input type="radio"/>	L <input type="radio"/>	L <input type="radio"/>	L <input type="radio"/>
M <input type="radio"/>	M <input type="radio"/>	M <input type="radio"/>	M <input type="radio"/>
N <input type="radio"/>	N <input type="radio"/>	N <input type="radio"/>	N <input type="radio"/>
O <input type="radio"/>	O <input type="radio"/>	O <input type="radio"/>	O <input type="radio"/>
P <input type="radio"/>	P <input type="radio"/>	P <input type="radio"/>	P <input type="radio"/>
Q <input type="radio"/>	Q <input type="radio"/>	Q <input type="radio"/>	Q <input type="radio"/>
R <input type="radio"/>	R <input type="radio"/>	R <input type="radio"/>	R <input type="radio"/>
S <input type="radio"/>	S <input type="radio"/>	S <input type="radio"/>	S <input type="radio"/>
T <input type="radio"/>	T <input type="radio"/>	T <input type="radio"/>	T <input type="radio"/>
U <input type="radio"/>	U <input type="radio"/>	U <input type="radio"/>	U <input type="radio"/>
V <input type="radio"/>	V <input type="radio"/>	V <input type="radio"/>	V <input type="radio"/>
W <input type="radio"/>	W <input type="radio"/>	W <input type="radio"/>	W <input type="radio"/>
X <input type="radio"/>	X <input type="radio"/>	X <input type="radio"/>	X <input type="radio"/>
Y <input type="radio"/>	Y <input type="radio"/>	Y <input type="radio"/>	Y <input type="radio"/>
Z <input type="radio"/>	Z <input type="radio"/>	Z <input type="radio"/>	Z <input type="radio"/>
0 <input type="radio"/>	0 <input type="radio"/>	0 <input type="radio"/>	0 <input type="radio"/>
1 <input type="radio"/>	1 <input type="radio"/>	1 <input type="radio"/>	1 <input type="radio"/>
2 <input type="radio"/>	2 <input type="radio"/>	2 <input type="radio"/>	2 <input type="radio"/>
3 <input type="radio"/>	3 <input type="radio"/>	3 <input type="radio"/>	3 <input type="radio"/>
4 <input type="radio"/>	4 <input type="radio"/>	4 <input type="radio"/>	4 <input type="radio"/>
5 <input type="radio"/>	5 <input type="radio"/>	5 <input type="radio"/>	5 <input type="radio"/>
6 <input type="radio"/>	6 <input type="radio"/>	6 <input type="radio"/>	6 <input type="radio"/>
7 <input type="radio"/>	7 <input type="radio"/>	7 <input type="radio"/>	7 <input type="radio"/>
8 <input type="radio"/>	8 <input type="radio"/>	8 <input type="radio"/>	8 <input type="radio"/>
9 <input type="radio"/>	9 <input type="radio"/>	9 <input type="radio"/>	9 <input type="radio"/>

IF YOU DO NOT HAVE A PRIMARY MOS YET, GO TO Q.21 IN THE NEXT COLUMN. ALL OTHERS ANSWER Q.18 THRU Q.23.

19. How were you trained for your current Primary MOS? (Mark one)

☐ In a formal service school
☐ On-the-job-training (OJT) in the active Army
☐ On-the-job-training (OJT) in a Guard/Reserve unit

20. Are you MOS QUALIFIED for the position you now hold in your unit? (Mark one)

☐ Yes
☐ No

21. Is this your FIRST TERM OF ENLISTMENT in the Army National Guard/Army Reserve? (Mark one)

☐ Yes (Go to Q.24 at the bottom of this page)
☐ No (Answer Q.22 and Q.23 below)

22. In all, how many different ENLISTMENT AND REENLISTMENT contracts have you signed since you joined the Army National Guard/Army Reserve? Count your original enlistment contract. (Mark one)

☐ 1
☐ 2
☐ 3
☐ 4
☐ 5
☐ 6
☐ 7
☐ 8
☐ 9 or more

23. We are interested in the length of each contract you have signed up for since you joined the Army National Guard/Army Reserve. In the chart below, please mark HOW MANY OF EACH KIND OF CONTRACT you have signed. Count your original enlistment contract and your reenlistment contracts. (Mark one on each row)

NUMBER OF DIFFERENT CONTRACTS SIGNED

1-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 or more
 2-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 or more
 3-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 or more
 4-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 or more
 5-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more
 6-Year Contracts Signed: ☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 or more

PLEASE CHECK: HAVE YOU MARKED A NUMBER FOR EACH KIND OF ENLISTMENT/REENLISTMENT CONTRACT?

24. At the time of your enlistment or your most recent reenlistment or extension in the Army National Guard/Army Reserve, how many years did you sign up for? (Mark one)

☐ 1 year or less
☐ 2 years
☐ 3 years
☐ 4 years
☐ 5 years
☐ 6 years

25A. At the time of your enlistment or most recent reenlistment, did you receive a bonus? (Mark one)

No (Go to Q.26 at top of next column)
Yes (Answer B and C below)

B. What was the amount of your bonus? — \$

☐ I don't know.

C. Suppose you had not received a bonus. Would you have enlisted or reenlisted in the Army National Guard/Army Reserve anyway? (Mark one)

- ☐ Yes, definitely
☐ Yes, probably
☐ No, probably not
☐ No, definitely not

0	1	2	3	4
5	6	7	8	9

26. In what month and year will you complete your current term of service or extension (ETS)?

(A) MONTH	(B) YEAR
January	19
February	
March	
April	
May	
June	
July	
August	
September	
October	
November	
December	

II. MILITARY PLANS

27. Suppose you decided to stay in the Guard/Reserve for 6 more years. Use the chart below to tell us what you think your pay grade would be each year. (Mark one grade for each year)

	E-1	E-2	E-3	E-4	E-5	E-6	E-7	E-8	E-9	Warrant Officer or Officer
1 YEAR FROM NOW	1	2	3	4	5	6	7	8	9	0
2 YEARS FROM NOW	1	2	3	4	5	6	7	8	9	0
3 YEARS FROM NOW	1	2	3	4	5	6	7	8	9	0
4 YEARS FROM NOW	1	2	3	4	5	6	7	8	9	0
5 YEARS FROM NOW	1	2	3	4	5	6	7	8	9	0
6 YEARS FROM NOW	1	2	3	4	5	6	7	8	9	0

28. How many good years of service do you have toward Guard/Reserve retirement? Give your best estimate.

☐ I don't know.

NO. GOOD YEARS

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

29. About how many points do you have toward Guard/Reserve retirement? Give your best estimate.

☐ I don't know.

NO. POINTS

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

30. How likely are you to REENLIST OR EXTEND at the end of your current term of service? (Mark one)

- ☐ (0 in 10) No chance
☐ (1 in 10) Very slight possibility
☐ (2 in 10) Slight possibility
☐ (3 in 10) Some possibility
☐ (4 in 10) Fair possibility
☐ (5 in 10) Fairly good possibility
☐ (6 in 10) Good possibility
☐ (7 in 10) Probable
☐ (8 in 10) Very probable
☐ (9 in 10) Almost sure
☐ (10 in 10) Certain

31. If you reenlist now, would you be eligible for a bonus? (Mark one)

- ☐ Yes
☐ No
☐ I don't know.

32. Below are some reasons people have for REENLISTING OR EXTENDING their enlistment.

If you decide to reenlist or extend your enlistment, which of these would be your most important reason for staying in the Guard/Reserve? Which of these would be your second most important reason for staying in the Guard/Reserve? (Mark one reason under each column)

REASONS FOR REENLISTING OR EXTENDING IN THE GUARD/RESERVE:

	(A) Most Important Reason	(B) Second Most Important Reason
I enjoy serving with the people in my unit	<input type="radio"/>	<input type="radio"/>
I want the challenge of military training	<input type="radio"/>	<input type="radio"/>
I have the chance to use military equipment	<input type="radio"/>	<input type="radio"/>
I want to learn skills that will help me in civilian life	<input type="radio"/>	<input type="radio"/>
I have promotion opportunities	<input type="radio"/>	<input type="radio"/>
I need the extra income	<input type="radio"/>	<input type="radio"/>
I want to be a member of a team that works to accomplish a mission	<input type="radio"/>	<input type="radio"/>
I want to serve my country	<input type="radio"/>	<input type="radio"/>
My unit is important to my community	<input type="radio"/>	<input type="radio"/>
I want to earn credit toward Guard/Reserve retirement	<input type="radio"/>	<input type="radio"/>

33. Below are some reasons people have for DECIDING TO LEAVE the Guard/Reserve.

If you decide to leave the Guard/Reserve at the end of your current term, which of these would be your most important reason for leaving? Which would be your second most important reason for leaving? (Mark one reason under each column)

REASONS FOR LEAVING THE GUARD/RESERVE:

	(A) Most Important Reason	(B) Second Most Important Reason
I am not eligible to reenlist	<input type="radio"/>	<input type="radio"/>
I am moving to another area	<input type="radio"/>	<input type="radio"/>
It is too hard to get to my Guard/Reserve unit	<input type="radio"/>	<input type="radio"/>
I've had problems because of call-ups	<input type="radio"/>	<input type="radio"/>
I need time for my education	<input type="radio"/>	<input type="radio"/>
My unit drills conflict with my civilian job	<input type="radio"/>	<input type="radio"/>
My unit drills conflict with my family activities	<input type="radio"/>	<input type="radio"/>
I want more leisure time	<input type="radio"/>	<input type="radio"/>
I don't like my unit's training	<input type="radio"/>	<input type="radio"/>
My unit doesn't have modern equipment for training	<input type="radio"/>	<input type="radio"/>
I'm bored with unit activities	<input type="radio"/>	<input type="radio"/>
The pay is too low	<input type="radio"/>	<input type="radio"/>
Promotions are too slow	<input type="radio"/>	<input type="radio"/>
I've had problems getting paid	<input type="radio"/>	<input type="radio"/>
It is too difficult to meet training requirements	<input type="radio"/>	<input type="radio"/>
The quality of the unit has deteriorated	<input type="radio"/>	<input type="radio"/>

34. When you finally leave the Guard/Reserve, how many years of membership in Army National Guard/Army Reserve units do you expect to have? Do not include any active duty service.

EXPECTED YEARS OF
RESERVE/GUARD
SERVICE

0	<input type="radio"/>
1	<input type="radio"/>
2	<input type="radio"/>
3	<input type="radio"/>
4	<input type="radio"/>
5	<input type="radio"/>
6	<input type="radio"/>
7	<input type="radio"/>
8	<input type="radio"/>
9	<input type="radio"/>

35. Suppose there were a new military program that service personnel could participate in after they leave the Guard/Reserve. The program would require that you keep the military informed of your address and you could be recalled to service in the event of a national emergency. However, you would not be required to attend drills or serve on active duty, unless there were an emergency.

Suppose you were completing your Guard/Reserve Service now. If you were given a payment of \$300 for each year of this kind of new service, how many years would you be willing to sign up for? (Mark one)

<input type="radio"/> 0	<input type="radio"/> 4
<input type="radio"/> 1	<input type="radio"/> 5
<input type="radio"/> 2	<input type="radio"/> 6 or more
<input type="radio"/> 3	

III. UNIT DRILL AND ANNUAL TRAINING ACTIVITIES

36. How far is your home from the place where your unit meets for drills? (Mark one)

- | | |
|-------------|------------------|
| 1-4 miles | 20-29 miles |
| 5-9 miles | 30-39 miles |
| 10-14 miles | 40-59 miles |
| 15-19 miles | 60 or more miles |

37. How do you usually get to drill meetings? (Mark one)

- ☐ Walk
☐ Drive my own car
☐ Go in someone else's car
☐ Take public transportation
☐ Take a taxi
☐ Other

38. How long does it usually take you to get from your home to the place where your unit meets? (Mark one)

- | | |
|--|---|
| <input type="checkbox"/> 0-9 minutes | <input type="checkbox"/> 25-29 minutes |
| <input type="checkbox"/> 10-14 minutes | <input type="checkbox"/> 30-44 minutes |
| <input type="checkbox"/> 15-19 minutes | <input type="checkbox"/> 45-59 minutes |
| <input type="checkbox"/> 20-24 minutes | <input type="checkbox"/> 60 minutes or more |

39. Altogether in 1979, what is the total number of drills you expect to be paid for? (A drill is a four-hour unit meeting.) Please give your best estimate.

NO. PAID
DRILLS IN 1979

0	0
1	0
2	0
3	0
4	0
5	0
6	0
7	0
8	0
9	0

40. During a month when you attend all the regularly-scheduled drills for your unit, how much is your drill paycheck for that month, AFTER TAXES AND DEDUCTIONS (Take-Home Pay)?

MY MONTHLY DRILL
PAYCHECK IS
(TAKE-HOME PAY)

\$			
0	0	0	0
1	0	0	0
2	0	0	0
3	0	0	0
4	0	0	0
5	0	0	0
6	0	0	0
7	0	0	0
8	0	0	0
9	0	0	0

41. THE NEXT QUESTION IS ABOUT THE TIME YOU SPEND WORKING ON GUARD/RESERVE ACTIVITIES IN A TYPICAL DRILL MONTH. RECORD YOUR ANSWERS IN CHART NO. 1 BELOW.

During a typical drill month, about how many hours do you spend ...

A. ... attending regular unit drills?

B. ... attending administrative meetings at your drill location, not counting regular drill time?

C. ... doing Guard/Reserve work at your home or on your civilian job?

D. ... working on other Guard/Reserve activities which require that you spend time away from home? Please describe below:

E. Please ADD the number of hours listed in the boxes for A-D and enter in the boxes to the right for E.

Chart No. 1
USUAL HOURS SPENT EACH MONTH ON
GUARD/RESERVE ACTIVITIES

(A) Hours Spent At Regular Unit Drills	(B) Hours Spent At Administrative Meetings	(C) Hours Spent Working at Your Home or Your Civilian Job	(D) Hours Spent Doing Other Guard/Reserve Activities	(E) TOTAL For A-D
0	0	0	0	0
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9

PLEASE CHECK: IS THE NUMBER YOU ENTERED IN "E" THE TOTAL NO. HOURS THAT YOU SPEND WORKING ON GUARD/RESERVE ACTIVITIES IN A TYPICAL MONTH? IF NOT, PLEASE CORRECT THE ANSWERS IN THE BOXES FOR A-E ABOVE.

42. Thus far in 1979, how many days have you served in a mobilization or special call-up?

None

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

43. In 1979, how many days of Annual Training (Summer Camp) did you attend?

None

0	1	2	3	4	5	6	7	8	9
---	---	---	---	---	---	---	---	---	---

44. During 1979 Annual Training (Summer Camp), did you receive a Basic Allowance for Quarters (BAQ)? (Mark one)

- ☐ Does not apply, I didn't attend 1979 Annual Training.
☐ Yes ☐ No ☐ I don't know.

45. During 1979 Annual Training (Summer Camp), did you receive a Basic Allowance for Subsistence (BAS)? (Mark one)

- ☐ Does not apply, I didn't attend 1979 Annual Training.
☐ Yes ☐ No ☐ I don't know.

46. In 1979, what was the total amount of your paycheck for Annual Training (Summer Camp) **AFTER TAXES AND DEDUCTIONS (TAKE-HOME PAY)**? Include any BAS and BAQ you received during Annual Training (Summer Camp). Please give your best estimate.

AMOUNT OF ANNUAL TRAINING PAYCHECK (TAKE-HOME PAY) AFTER TAXES

- ☐ Does not apply, I didn't attend 1979 Annual Training.

\$	0	1	2	3	4	5	6	7	8	9
----	---	---	---	---	---	---	---	---	---	---

47. For all of 1979, what will be your total income **BEFORE TAXES AND DEDUCTIONS** from your participation in the Guard/Reserve? Include pay from drills, Annual Training and BAS or BAQ and any call-ups or mobilizations. Give your best estimate.

ESTIMATED 1979 INCOME FROM GUARD/RESERVE BEFORE TAXES

\$	0	1	2	3	4	5	6	7	8	9
----	---	---	---	---	---	---	---	---	---	---

FOR Q.48-Q.50, PLEASE MARK THE NUMBER WHICH SHOWS YOUR OPINION.

48. How satisfied are you with the training you receive during your unit drills? Please mark the number which shows your opinion on the line below. For example, people who are Very Satisfied would mark 7. People who are Very Dissatisfied would mark 1. Others may have opinions somewhere between 1 and 7. (Mark one)

Very Dissatisfied	1	2	3	4	5	6	7	Very Satisfied
-------------------	---	---	---	---	---	---	---	----------------

49. How satisfied are you with the opportunities you have to use your MOS skills during unit drills? (Mark one)

Very Dissatisfied	1	2	3	4	5	6	7	Very Satisfied
-------------------	---	---	---	---	---	---	---	----------------

50. How much of a problem is each of the following for your unit in meeting your unit's training objectives?

Please mark the number which shows your opinion on the lines below. For example, people who feel that an item is **Not a Problem** would mark 7. People who feel that an item is **A Serious Problem** would mark 1. Others may have opinions somewhere between 1 and 7. (Mark one for each item)

	A Serious Problem	1	2	3	4	5	6	7	Not a Problem
A. Out-of-date equipment/weapons	1	2	3	4	5	6	7		
B. Poor mechanical condition of equipment/weapons	1	2	3	4	5	6	7		
C. Being below strength in Grades E1-E4	1	2	3	4	5	6	7		
D. Being below strength in Grades E5-E9	1	2	3	4	5	6	7		
E. Not enough staff resources to plan effective training	1	2	3	4	5	6	7		
F. Low attendance of unit personnel at Unit Drills	1	2	3	4	5	6	7		
G. Low attendance of unit personnel at Annual Training	1	2	3	4	5	6	7		
H. Ineffective training during Annual Training	1	2	3	4	5	6	7		
I. Shortage of MOS qualified personnel	1	2	3	4	5	6	7		
J. Low quality of personnel in low grade unit drill positions	1	2	3	4	5	6	7		
K. Not enough drill time to practice skills	1	2	3	4	5	6	7		
L. Not enough time to plan training objectives and get all administrative paperwork done	1	2	3	4	5	6	7		
M. Lack of access to good training facilities and grounds	1	2	3	4	5	6	7		
N. Lack of good instruction manuals and materials	1	2	3	4	5	6	7		
O. Lack of supplies, such as ammunition, gasoline, etc.	1	2	3	4	5	6	7		

PLEASE CHECK: HAVE YOU MARKED ONE NUMBER FOR EACH ITEM?

- A B C D E F G H I J K L M N O

- A B C D E F G H I J K L M N O

- Out of Date** **Up to Date**
- (1) ————— (2) ————— (3) ————— (4) ————— (5) ————— (6) ————— (7)

- Poor ————— Excellent
- (1) (2) (3) (4) (5) (6) (7)

- ☐ Does not apply, I didn't attend 1979 Annual Training.

- Very Dissatisfied Very Satisfied
- 1 — 2 — 3 — 4 — 5 — 6 — 7

- ☐ Does not apply, I didn't attend 1979 Annual Training.

- Very Dissatisfied Very Satisfied
- 1 2 3 4 5 6 7

- Morale is Very Low
1
2
3
4
5
6
7
 Morale is Very High

- Morale is Very Low Morale is Very High
- ① ————— ② ————— ③ ————— ④ ————— ⑤ ————— ⑥ ————— ⑦

- | A
Very
Good
Job | A
Good
Job | A
Fair
Job | A
Poor
Job | A
Very
Poor
Job | Does
Not
Apply |
|--------------------------|------------------|------------------|------------------|--------------------------|----------------------|
|--------------------------|------------------|------------------|------------------|--------------------------|----------------------|

Unit Technicians
Unit Recruiters
USAREC Recruiters
Unit Reenlistment Counselors
Unit Training NCOs
Unit Officers
Junior Enlisted Personnel (E1-E4 only)
Senior Enlisted Personnel (E5-E9 only)

- ☐ I don't know, no opinion.

Not Perform At All Perform Very Well

1 2 3 4 5 6 7

- ☐ I don't know, no opinion.

Not Perform At All Perform Very Well

1 2 3 4 5 6 7

- Very Dissatisfied Very Satisfied
- 1 2 3 4 5 6 7

- Very Dissatisfied Very Satisfied
- 1 — 2 — 3 — 4 — 5 — 6 — 7

- Very Dissatisfied Very Satisfied
- 1 — 2 — 3 — 4 — 5 — 6 — 7

- Very Dissatisfied Very Satisfied
- 1 2 3 4 5 6 7

66. Below is a list of things that may be problems for some Guard/Reserve units. How much of a problem is each of the following for your unit? (Mark one for each item)

	A Serious Problem	1	2	3	4	5	6	7	Not a Problem
A. Public transportation to the unit.....	1	2	3	4	5	6	7		
B. Recruiting prior service personnel.....	1	2	3	4	5	6	7		
C. Recruiting non-prior service personnel.....	1	2	3	4	5	6	7		
D. Retaining personnel in the unit beyond their first enlistment term.....	1	2	3	4	5	6	7		
E. New unit members not completing their first enlistment term.....	1	2	3	4	5	6	7		
F. Getting administrative paperwork done.....	1	2	3	4	5	6	7		
G. Inadequate or crowded Armory/Center facilities for unit drills.....	1	2	3	4	5	6	7		
H. Shortage of office supplies and equipment, such as typewriters, paper, etc.....	1	2	3	4	5	6	7		

PLEASE CHECK: HAVE YOU MARKED ONE NUMBER FOR EACH ITEM?

67. In 1979, which of these positions did you hold in your unit?

(Mark all that apply)

- ☐ A Unit technician
☐ B Training NCO
☐ C Reenlistment counselor
☐ D Enlistment counselor
☐ E Staff sergeant
☐ F Section leader
☐ G Platoon leader
☐ H Other (specify):

☐ I None of these

68A. In 1979, did you ever refer anybody to Army National Guard/Army Reserve recruiters? (Mark one)

- ☐ No (Go to Q.69 in next column)
☐ Yes (Answer Q.68B below)

68B. In 1979, how many of the people you referred to recruiters actually joined your unit? (Mark one)

- ☐ None
☐ 1
☐ 2
☐ 3
☐ 4
☐ 5 or more

NOW A FEW QUESTIONS ABOUT MILITARY BENEFITS.

69. Altogether in 1979, what is the total amount that you or your family will have spent in military exchanges (e.g., PX, BX)? Please give your best estimate. (Mark one)

- ☐ A \$0
☐ B \$1-\$99
☐ C \$100-\$199
☐ D \$200-\$399
☐ E \$400-\$599
☐ F \$600-\$999
☐ G \$1,000-\$1,999
☐ H \$2,000 or more

70. For all of 1979, how much money will you receive from educational benefits from the Guard/Reserve?

- ☐ I did not receive any educational benefits.

AMOUNT OF BENEFITS

\$

0	0	0	0
1	1	1	1
2	2	2	2
3	3	3	3
4	4	4	4
5	5	5	5
6	6	6	6
7	7	7	7
8	8	8	8
9	9	9	9

71. For all of 1979, about how much will you have SAVED by using the tax advantage for state income which is available to Guard/Reserve members? Please give your best estimate. (Mark one)

- ☐ A None, this benefit was not available.
☐ B None, this benefit is available, but I didn't use it.
☐ C Less than \$50
☐ D \$50-\$99
☐ E \$100-\$149
☐ F \$150-\$199
☐ G \$200 or more

IV. INDIVIDUAL CHARACTERISTICS

72. Are you male or female? (Mark one)
- ☐ Male ☐ Female

73. When were you born?

(A) MONTH	(B) DAY	(C) YEAR
<input type="radio"/> January	<input type="radio"/> 1	<input type="radio"/> 19
<input type="radio"/> February	<input type="radio"/> 2	<input type="radio"/> 0
<input type="radio"/> March	<input type="radio"/> 3	<input type="radio"/> 1
<input type="radio"/> April	<input type="radio"/> 4	<input type="radio"/> 2
<input type="radio"/> May	<input type="radio"/> 5	<input type="radio"/> 3
<input type="radio"/> June	<input type="radio"/> 6	<input type="radio"/> 4
<input type="radio"/> July	<input type="radio"/> 7	<input type="radio"/> 5
<input type="radio"/> August	<input type="radio"/> 8	<input type="radio"/> 6
<input type="radio"/> September	<input type="radio"/> 9	<input type="radio"/> 7
<input type="radio"/> October	<input type="radio"/> 0	<input type="radio"/> 8
<input type="radio"/> November	<input type="radio"/> 1	<input type="radio"/> 9
<input type="radio"/> December	<input type="radio"/> 2	<input type="radio"/> 0

74. Which of these describes you best? (Mark one)

- I AM:
- ☐ Afro-American/Black/Negro
- ☐ American Indian/Alaskan Native
- ☐ Hispanic/Puerto Rican/Mexican/Cuban/Latino/Chicano/Other Spanish
- ☐ Oriental/Asian/Chinese/Japanese/Korean/Filipino/Pacific Islander
- ☐ White/Caucasian
- ☐ Other (please specify):

75. What is your marital status? (Mark one)

- ☐ Married ☐ Widowed
- ☐ Separated ☐ Single, never married
- ☐ Divorced

IF YOU ARE NOT CURRENTLY MARRIED, GO TO Q. 76. IF YOU ARE CURRENTLY MARRIED, GO TO Q. 77.

76. Which of these describes your spouse's work situation now? (Mark all that apply)

- ☐ A Working full time
- ☐ B Working part time
- ☐ C With a job but not at work because of temporary illness, vacation, strike, etc.
- ☐ D Unemployed, laid off, looking for work
- ☐ E Retired
- ☐ F In school
- ☐ G Keeping house/responsible for child care
- ☐ H Other

77. Is your spouse now a member of the Army National Guard or Army Reserve? (Mark one)

- ☐ Yes ☐ No

78. How many children do you have? Include stepchildren and adopted children. (Mark one)

- ☐ None
- ☐ 1
- ☐ 2
- ☐ 3
- ☐ 4
- ☐ 5
- ☐ 6
- ☐ 7
- ☐ 8
- ☐ 9
- ☐ 10 or more

79. AS OF TODAY, what is the highest grade or year of regular school or college you have completed and gotten credit for? If you have a GED, mark the last grade you completed in regular school. (Mark one)

- | ELEMENTARY: | HIGH SCHOOL: | YEARS OF COLLEGE CREDIT: |
|---------------------------|----------------------------|---------------------------------|
| <input type="radio"/> 1st | <input type="radio"/> 9th | <input type="radio"/> 1 |
| <input type="radio"/> 2nd | <input type="radio"/> 10th | <input type="radio"/> 2 |
| <input type="radio"/> 3rd | <input type="radio"/> 11th | <input type="radio"/> 3 |
| <input type="radio"/> 4th | <input type="radio"/> 12th | <input type="radio"/> 4 |
| <input type="radio"/> 5th | | <input type="radio"/> 5 |
| <input type="radio"/> 6th | | <input type="radio"/> 6 |
| <input type="radio"/> 7th | | <input type="radio"/> 7 |
| <input type="radio"/> 8th | | <input type="radio"/> 8 or more |

80. Are you currently enrolled in classes at a junior college, college, university, or a vocational or technical school? (Mark one)

- ☐ No (Go to Q. 82, next page)

Yes, I am enrolled in a:

- ☐ two-year college (junior college), either private or public.
- ☐ four-year public college or university.
- ☐ four-year private college or university.
- ☐ vocational or technical school.

81. About how many hours per week do you usually spend on your course or courses? Please include classroom, study, and travel time. (Give your best estimate)

HOURS PER WEEK
<input type="radio"/> 0
<input type="radio"/> 1
<input type="radio"/> 2
<input type="radio"/> 3
<input type="radio"/> 4
<input type="radio"/> 5
<input type="radio"/> 6
<input type="radio"/> 7
<input type="radio"/> 8
<input type="radio"/> 9
<input type="radio"/> 10
<input type="radio"/> 11
<input type="radio"/> 12
<input type="radio"/> 13
<input type="radio"/> 14
<input type="radio"/> 15
<input type="radio"/> 16
<input type="radio"/> 17
<input type="radio"/> 18
<input type="radio"/> 19
<input type="radio"/> 20
<input type="radio"/> 21
<input type="radio"/> 22
<input type="radio"/> 23
<input type="radio"/> 24

82. What is the highest grade or year of regular school or college that you think you will ever complete in the future? If your highest grade will be a GED certificate, mark 12th grade. (Mark one)

ELEMENTARY:	HIGH SCHOOL:	YEARS OF COLLEGE CREDIT:
1st	9th	1
2nd	10th	2
3rd	11th	3
4th	12th	4
5th		5
6th		6
7th		7
8th		8 or more

83. Which of the following best describes the type of place where you are living now? (Mark one)

- ☐ In a large city (over 250,000)
- ☐ In a suburb near a large city
- ☐ In a medium-sized city (50,000-250,000)
- ☐ In a suburb near a medium-sized city
- ☐ In a small city or town (under 50,000)
- ☐ On a farm or ranch
- ☐ In a rural area but not a farm or ranch

84. What is the ZIP Code of the place where you live now?

☐ I don't know the ZIP Code.

ZIP Code

0	1	2	3	4
5	6	7	8	9
0	1	2	3	4
5	6	7	8	9
0	1	2	3	4
5	6	7	8	9
0	1	2	3	4
5	6	7	8	9
0	1	2	3	4
5	6	7	8	9

85. What is your Social Security Number?

0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9

V. CIVILIAN WORK

86. What were you doing most of the time in civilian life LAST MONTH? (Mark all that apply)

I WAS:

- ☐ Working full time.
- ☐ Working part time.
- ☐ With a civilian job but not at work because of temporary illness, vacation, strike, etc.
- ☐ Unemployed, laid off, looking for work.
- ☐ Retired.
- ☐ Going to school.
- ☐ Keeping house.
- ☐ Other.

IF YOU MARKED 1, 2, OR 3, ANSWER Q. 87A ON THIS PAGE.

ALL OTHERS, GO ON TO Q. 87B ON PAGE 10.

87. THE NEXT QUESTIONS ARE ABOUT YOUR CIVILIAN JOB. IF YOU HAVE MORE THAN ONE JOB, PLEASE ANSWER THESE QUESTIONS FOR THE JOB WHERE YOU WORK THE MOST HOURS PER WEEK.

What kind of work do you do, that is, what is your job called? (For example, electrical engineer, carpenter, high school teacher, typist, etc.)

☐ I am a full-time unit technician or training NCO.

Write the name of your job in the box below.

KIND OF WORK/JOB TITLE

Other (Use Only)

0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9
0	1	2	3	4	5	6	7	8	9

- ☐ Federal Government
- ☐ State Government
- ☐ Local Government
- ☐ I am self-employed.
- ☐ Private firm with more than 500 employees
- ☐ Private firm with 100-499 employees
- ☐ Private firm with less than 100 employees

KIND OF PLACE OF EMPLOYMENT

Office Use Only		
2	2	2
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9

☐ 1-4 people
☐ 5-9 people
☐ 10-24 people
☐ 25-49 people
☐ 50 or more people

- (A) Hourly wage rate
- (B) Salary
- (C) Commission, tips, or bonuses

☐ Does not apply,
I am not paid
an hourly
wage rate.

DOLLARS		CENTS		PER HOUR
\$.		
0	0	0	0	
1	1	1	1	
2	2	2	2	
3	3	3	3	
4	4	4	4	
5	5	5	5	
6	6	6	6	
7	7	7	7	
8	8	8	8	
9	9	9	9	

IF YOU ARE NOT PAID AN HOURLY WAGE RATE, ANSWER Q.88 AND Q.89.

--	--

\$				
0	0	0	0	0
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
6	6	6	6	6
7	7	7	7	7
8	8	8	8	8
9	9	9	9	9

\$					PER YEAR
9	2	0	7	0	
1	5	1	7	1	
8	5	2	7	2	
3	0	0	7	0	
4	0	4	7	4	
6	5	0	7	0	
7	0	7	7	7	
8	0	0	7	0	
9	0	0	7	0	

HOURS PER WEEK USUALLY WORKED

1	2	3
4	5	6
7	8	9
10	11	12
13	14	15
16	17	18
19	20	21
22	23	24
25	26	27
28	29	30
31	32	33
34	35	36
37	38	39
40	41	42
43	44	45
46	47	48
49	50	51
52	53	54
55	56	57
58	59	60
61	62	63
64	65	66
67	68	69
70	71	72
73	74	75
76	77	78
79	80	81
82	83	84
85	86	87
88	89	90
91	92	93
94	95	96
97	98	99
100	101	102
103	104	105
106	107	108
109	110	111
112	113	114
115	116	117
118	119	120
121	122	123
124	125	126
127	128	129
130	131	132
133	134	135
136	137	138
139	140	141
142	143	144
145	146	147
148	149	150
151	152	153
154	155	156
157	158	159
160	161	162
163	164	165
166	167	168
169	170	171
172	173	174
175	176	177
178	179	180
181	182	183
184	185	186
187	188	189
190	191	192
193	194	195
196	197	198
199	200	201
202	203	204
205	206	207
208	209	210
211	212	213
214	215	216
217	218	219
220	221	222
223	224	225
226	227	228
229	230	231
232	233	234
235	236	237
238	239	240
241	242	243
244	245	246
247	248	249
250	251	252
253	254	255
256	257	258
259	260	261
262	263	264
265	266	267
268	269	270
271	272	273
274	275	276
277	278	279
280	281	282
283	284	285
286	287	288
289	290	291
292	293	294
295	296	297
298	299	300
301	302	303
304	305	306
307	308	309
310	311	312
313	314	315
316	317	318
319	320	321
322	323	324
325	326	327
328	329	330
331	332	333
334	335	336
337	338	339
340	341	342
343	344	345
346	347	348
349	350	351
352	353	354
355	356	357
358	359	360
361	362	363
364	365	366
367	368	369

☐ Yes (Answer Q.98-Q.100)
☐ No (Go to Q.101 on page 14)

98. In 1979, how many weeks would you say you have worked more than 40 hours at your (main) civilian job? Give your best estimate.

99. Think about the weeks in 1979 when you have worked more than 40 hours at your (main) civilian job. During those weeks, how many OVERTIME hours per week did you usually work at your (main) civilian job?

OVERTIME HOURS
PER WEEK

0	1
2	3
4	5
6	7
8	9

100. In 1979, what has been your usual pay rate when you worked more than 40 hours per week? (Mark one)

- ☐ I am not paid extra for working more than 40 hours.
☐ I am paid at my regular pay rate for all hours I work.
☐ I am paid time-and-a-half.
☐ I am paid double time.
☐ I am paid more than double time.

101. Which of these describes how salary increases are determined in your (main) civilian job? (Mark one)

- ☐ Everyone who does the job I do gets the same increase.
☐ Salary increases for each person depend on his or her performance evaluation.

102. How many days of paid vacation per year do you receive in your current (main) civilian job?

DAYS OF
PAID VACATION

0	1
2	3
4	5
6	7
8	9

☐ I do not receive paid vacation.

103. What is your employer's leave policy for your Annual (Summer Camp) Guard/Reserve training duty? (Mark one)

- ☐ Does not apply, I am self-employed.
☐ Permits 2 weeks extra leave with full pay.
☐ Permits 2 weeks extra leave without pay.
☐ Permits 2 weeks extra leave but pays me only the difference between my military and civilian pay.
☐ Does not permit extra leave or pay, I must use my regular vacation.

Other (please specify):

--

104. How many regular paid vacation days did you use in order to attend Annual Training (Summer Camp) in 1979?

NO. PAID
VACATION
DAYS

0	1
2	3
4	5
6	7
8	9

☐ I didn't attend 1979 Annual Training (Summer Camp).

☐ I didn't use paid vacation days.

105. How many days of military leave (paid or unpaid) did you take off from work in order to attend Annual Training (Summer Camp) in 1979?

NO. DAYS
MILITARY
LEAVE

0	1
2	3
4	5
6	7
8	9

☐ I didn't attend 1979 Annual Training (Summer Camp).

☐ I didn't take military leave from work.

106. In all, how much civilian pay (including vacation pay) did you collect for the time you attended Annual Training (Summer Camp) in 1979? Enter the amount collected BEFORE TAXES AND DEDUCTIONS.

\$	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9
	0	1	2	3	4	5	6	7	8	9

☐ I didn't attend 1979 Annual Training (Summer Camp).

☐ I didn't collect civilian pay.

107. What is your immediate civilian supervisor's overall attitude toward your participation in the Guard/Reserve? (Mark one)

- ☐ Does not apply, I am self-employed.
☐ Very favorable
☐ Somewhat favorable
☐ Neither favorable nor unfavorable
☐ Somewhat unfavorable
☐ Very unfavorable

108. How much of a problem is it for you to make arrangements with your (main) civilian employer to attend regular unit drills? (Mark one)

☐ Does not apply, I am self-employed.

- ☐ A serious problem
☐ Somewhat of a problem
☐ A slight problem
☐ Not a problem at all

109. Some people feel that participation in the Guard or Reserve helps them advance in their civilian job. Others feel that their membership in the Guard or Reserve has hurt their chances for advancing in their civilian work. What effect has your membership in the Guard/Reserve had on your advancement in your current civilian job? (Mark one)

Helped me a lot Hurt my chances somewhat
 Helped me somewhat Hurt my chances a lot
 Had no effect

- 110A. In addition to your (main) civilian job, do you now do any other civilian work for pay? (Mark one)

☐ No (Go to Q.111)
☐ Yes (Answer B and C below)

B. How many hours per week do you usually work at all of your other civilian jobs?

HOURS PER WEEK	
1	2
3	4
5	6
7	8
9	10
11	12
13	14
15	16
17	18
19	20
21	22
23	24
25	26
27	28
29	30

C. What is your usual hourly wage rate for this job (or jobs)? If necessary give your best estimate.

DOLLARS CENTS		PER HOUR
\$		
1	2	3
4	5	6
7	8	9
0		
1	2	3
4	5	6
7	8	9
0		
1	2	3
4	5	6
7	8	9
0		

GO TO Q.113, NEXT COLUMN

111. If you were not in the Guard/Reserve, how easy or difficult would it be for you to get a part-time job in the area where you now live? (Mark one)

☐ Not difficult at all
☐ Somewhat difficult
☐ Very difficult
☐ Almost impossible
☐ I don't know.

112. If you were not in the Guard/Reserve at this time, how much could you expect to earn per hour from a part-time civilian job? (Mark one)

☐ Less than \$2.00 per hour ☐ \$8.00-\$9.99
☐ \$2.00-\$2.99 ☐ \$9.00-\$9.99
☐ \$3.00-\$3.99 ☐ \$10.00-\$14.99
☐ \$4.00-\$4.99 ☐ \$15.00 per hour or more
☐ \$5.00-\$5.99
☐ \$6.00-\$6.99 ☐ I don't know.
☐ \$7.00-\$7.99

113. During 1979, were you ever unemployed and looking for work for more than 1 month? (Mark one)

☐ Yes
☐ No

114. Did you collect Unemployment Compensation during 1979? (Mark one)

☐ Yes
☐ No

115. For all of 1979, what will be your family's TOTAL INCOME, BEFORE TAXES AND DEDUCTIONS, from all sources? Include your Guard/Reserve pay, civilian job earnings, your spouse's income, interest, dividends, and any other income. Give your best estimate. (Mark one)

☐ Under \$3,000 a year
☐ \$3,000 to \$4,999 a year
☐ \$5,000 to \$6,999 a year
☐ \$7,000 to \$8,999 a year
☐ \$9,000 to \$10,999 a year
☐ \$11,000 to \$12,999 a year
☐ \$13,000 to \$14,999 a year
☐ \$15,000 to \$16,999 a year
☐ \$17,000 to \$18,999 a year
☐ \$20,000 to \$22,499 a year
☐ \$22,500 to \$24,999 a year
☐ \$25,000 to \$29,999 a year
☐ \$30,000 and over a year

116. For all of 1979, what will be your spouse's total earnings from a job or business BEFORE TAXES AND DEDUCTIONS? Please give your best estimate. (Mark one)

☐ I am not married.

☐ None
☐ Under \$3,000 a year
☐ \$3,000 to \$4,999 a year
☐ \$5,000 to \$6,999 a year
☐ \$7,000 to \$8,999 a year
☐ \$9,000 to \$10,999 a year
☐ \$11,000 to \$12,999 a year
☐ \$13,000 to \$14,999 a year
☐ \$15,000 to \$16,999 a year
☐ \$17,000 to \$18,999 a year
☐ \$20,000 to \$22,499 a year
☐ \$22,500 to \$24,999 a year
☐ \$25,000 to \$29,999 a year
☐ \$30,000 and over a year

117. Over the past year, how difficult would you say it has been for you to meet ordinary living expenses? (Mark one)

☐ Very difficult
☐ Somewhat difficult
☐ Not difficult

VI. LEISURE TIME ACTIVITIES

118. How often do you get together with other members of your unit for social activities? (Mark one)

- Never
 Less than once a month
 About once a month
 Two or three times a month
 Once a week or more

119. Which of the following describes your participation in groups such as business, professional, labor, church, political, or social organizations? (Mark one)

- I am a leader or officer in one or more of such groups.
 I am a member of such groups, but not an officer or leader.
 I am not a member of these kinds of groups.

120. How do you feel about the amount of time you spend on each activity listed below?

(Mark one for each activity)

I spend too much time

I spend about the right amount of time

I don't spend enough time

Your civilian job
 Family activities
 Leisure activities
 Guard/Reserve activities

VII. WHAT'S YOUR OPINION?

THE LAST QUESTIONS ARE A LITTLE DIFFERENT. WE WOULD LIKE YOU TO THINK FOR A MINUTE ABOUT THE OVERALL CONDITION OF YOUR UNIT.

121. Using the line below to show your opinion, please mark the number which you think describes the overall condition of your unit TODAY. (Mark one)

At Its Worst 1 2 3 4 5 6 7 8 9 At Its Best (10)

122. Now, how would you describe the overall condition of your unit 5 YEARS AGO? (Mark one)

At Its Worst 1 2 3 4 5 6 7 8 9 At Its Best (10)

123. Finally, what do you think will be the overall condition of your unit 5 YEARS FROM NOW? (Mark one)

At Its Worst 1 2 3 4 5 6 7 8 9 At Its Best (10)

124. What time is it now?

Time

125. How long did it take you to complete this questionnaire?

MINUTES

126. We're interested in any comments you'd like to make about Guard/Reserve personnel policies - whether or not the topic was covered in this survey.

Do you have any comments?

Yes [Please fill out a Comment Sheet(s) and enclose it with your questionnaire.]

No

THANK YOU FOR COMPLETING THIS SURVEY.

PLEASE SEAL THE QUESTIONNAIRE AND ANY COMMENT SHEET(S) IN THE CONFIDENTIAL ENVELOPE PROVIDED BEFORE RETURNING IT TO THE SURVEY ADMINISTRATOR.

Official Use Only

RCN

☐ Guard

☐ Reserve

1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0
1	2	3	4	5	6	7	8	9	0

109. Some people feel that participation in the Guard or Reserve helps them advance in their civilian job. Others feel that their membership in the Guard or Reserve has hurt their chances for advancing in their civilian work. What effect has your membership in the Guard/Reserve had on your advancement in your current civilian job? (Mark one)

- ☐ Helped me a lot ☐ Hurt my chances somewhat
☐ Helped me somewhat ☐ Hurt my chances a lot
☐ Had no effect

110A. In addition to your (main) civilian job, do you now do any other civilian work for pay? (Mark one)

- ☐ No (Go to Q.111)
☐ Yes (Answer B and C below)

B. How many hours per week do you usually work at all of your other civilian jobs?

HOURS PER WEEK

C. What is your usual hourly wage rate for this job (or jobs)? If necessary give your best estimate.

DOLLARS		CENTS	PER HOUR
\$			
	0	0	0
	1	1	1
	2	2	2
	3	3	3
	4	4	4
	5	5	5
	6	6	6
	7	7	7
	8	8	8
	9	9	9

0
1
2
3
4
5
6
7
8
9

GO TO Q.113, NEXT COLUMN

111. If you were not in the Guard/Reserve, how easy or difficult would it be for you to get a part-time job in the area where you now live? (Mark one)

- ☐ Not difficult at all
☐ Somewhat difficult
☐ Very difficult
☐ Almost impossible
☐ I don't know.

112. If you were not in the Guard/Reserve at this time, how much could you expect to earn per hour from a part-time civilian job? (Mark one)

- ☐ Less than \$2.00 per hour ☐ \$8.00-\$8.99
☐ \$2.00-\$2.99 ☐ \$9.00-\$9.99
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☐ \$4.00-\$4.99 ☐ \$15.00 per hour or more
☐ \$5.00-\$5.99 ☐ I don't know.
☐ \$6.00-\$6.99
☐ \$7.00-\$7.99

113. During 1979, were you ever unemployed and looking for work for more than 1 month? (Mark one)

- ☐ Yes
☐ No

114. Did you collect Unemployment Compensation during 1979? (Mark one)

- ☐ Yes
☐ No

115. For all of 1979, what will be your family's TOTAL INCOME, BEFORE TAXES AND DEDUCTIONS, from all sources? Include your Guard/Reserve pay, civilian job earnings, your spouse's income, interest, dividends, and any other income. Give your best estimate. (Mark one)

- ☐ Under \$3,000 a year
☐ \$3,000 to \$4,999 a year
☐ \$5,000 to \$6,999 a year
☐ \$7,000 to \$8,999 a year
☐ \$9,000 to \$10,999 a year
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☐ \$22,500 to \$24,999 a year
☐ \$25,000 to \$29,999 a year
☐ \$30,000 and over a year

116. For all of 1979, what will be your spouse's total earnings from a job or business BEFORE TAXES AND DEDUCTIONS? Please give your best estimate. (Mark one)

- ☐ I am not married.
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☐ Under \$3,000 a year
☐ \$3,000 to \$4,999 a year
☐ \$5,000 to \$6,999 a year
☐ \$7,000 to \$8,999 a year
☐ \$9,000 to \$10,999 a year
☐ \$11,000 to \$12,999 a year
☐ \$13,000 to \$14,999 a year
☐ \$15,000 to \$16,999 a year
☐ \$17,000 to \$19,999 a year
☐ \$20,000 to \$22,499 a year
☐ \$22,500 to \$24,999 a year
☐ \$25,000 to \$29,999 a year
☐ \$30,000 and over a year

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- ☐ Very difficult
☐ Somewhat difficult
☐ Not difficult

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 About once a month
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 Once a week or more

119. Which of the following describes your participation in groups such as business, professional, labor, church, political, or social organizations? (Mark one)

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 I am a member of such groups, but not an officer or leader.
 I am not a member of these kinds of groups.

120. How do you feel about the amount of time you spend on each activity listed below?

(Mark one for each activity)

I spend too much time

I spend about the right amount of time

I don't spend enough time

Your civilian job
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 Guard/Reserve activities

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121. Using the line below to show your opinion, please mark the number which you think describes the overall condition of your unit TODAY. (Mark one)

At Its Worst 1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10 At Its Best

122. Now, how would you describe the overall condition of your unit 5 YEARS AGO? (Mark one)

At Its Worst 1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10 At Its Best

123. Finally, where do you think will be the overall condition of your unit 5 YEARS FROM NOW? (Mark one)

At Its Worst 1 — 2 — 3 — 4 — 5 — 6 — 7 — 8 — 9 — 10 At Its Best

124. What time is it now?

Time

125. How long did it take you to complete this questionnaire?

MINUTES

9	0
8	0
7	0
6	0
5	0
4	0
3	0
2	0
1	0
0	0

126. We're interested in any comments you'd like to make about Guard/Reserve personnel policies — whether or not the topic was covered in this survey.

Do you have any comments?

Yes (Please fill out a Comment Sheet(s) and enclose it with your questionnaire.)

No

THANK YOU FOR COMPLETING THIS SURVEY.

PLEASE SEAL THE QUESTIONNAIRE AND ANY COMMENT SHEET(S) IN THE CONFIDENTIAL ENVELOPE PROVIDED BEFORE RETURNING IT TO THE SURVEY ADMINISTRATOR.

Official Use Only													
RCN <input type="radio"/> Guard <input type="radio"/> Reserve	<table border="1" style="width: 100%; height: 100%;"> <tr><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td></tr> <tr><td>7</td><td>8</td><td>9</td></tr> <tr><td>0</td><td>0</td><td>0</td></tr> </table>	1	2	3	4	5	6	7	8	9	0	0	0
1	2	3											
4	5	6											
7	8	9											
0	0	0											



MANPOWER,
RESERVE AFFAIRS
AND LOGISTICS

RCS DD-M(OT) 7915
Unit Commander Form 3

1979 RESERVE FORCE COMMANDER SURVEY
FOR UNIT COMMANDERS

Unit Commanders from Army National Guard and Army Reserve units across the United States are participating in this survey. The study is being conducted for the Office of the Deputy Assistant Secretary of Defense for Reserve Affairs by The Rand Corporation, a private non-profit research organization. Your unit has been scientifically selected to participate in this important study. The purpose of this survey is to collect information about characteristics of Unit Commanders and their opinions about both unit activities and environment. Please read the instructions below before you begin the questionnaire.

NOTICE

Public Law 93-573, called the Privacy Act of 1974, requires that you be informed of the purposes and uses to made of the information that is collected.

The Department of Defense may collect the information requested in the 1979 Reserve Force Commander Survey under the authority of 10 United States Code 136.

Providing personal information in this questionnaire is voluntary. Failure to respond to any particular questions will not result in any penalty for the respondent.

The information collected in the survey will be used to evaluate and improve Reserve Force personnel and recruiting policies.

The information will be used for research and analysis purposes only. The Rand Corporation, under contract to the Office of the Deputy Assistant Secretary of Defense--Reserve Affairs (ODASD-RA), has primary research and analysis responsibility.

INSTRUCTIONS FOR COMPLETING THE SURVEY

I. Read each question carefully, Circle the NUMBER next to your answer.

Example: How much longer do you expect to serve in your current command assignment?

Circle One.

Less than 1 year..... (01)
 At least 1 year, but less
 than 2 years..... 02
 At least 2 years, but less
 than 3 years..... 03
 3 or more years..... 04
 Don't Know..... 88

II. Answers to some of the questions will be on a SEVEN POINT SCALE.

Example: How satisfied are you with your unit's 1979 Annual Training location? Circle One.

Very
Dissatisfied 1 2 3 4 (5) 6 7 Very
Satisfied

- If you were Very Dissatisfied, you would circle 1.
- If you were Very Satisfied, you would circle 7.
- If your opinion was somewhere in between, you would circle 2 or 3 or 4 or 5 or 6.

III. If the question asks for a NUMBER, you should record as shown below:

- o Write in the numbers in the boxes, making sure that the last number is always placed in the right-hand box.
- o Fill in any unused boxes with zeros.

Example:

If your answer is 55.....>

0	0	5	5
---	---	---	---

I. YOUR MILITARY BACKGROUND

OFFICE USE
ONLY

CARD 01

1. What time is it now?

Time: _____

2. What is today's date?

--	--	--	--	--	--	--	--	--	--

A. Month B. Day C. Year

3. Are you a member of the Army National Guard or the Army Reserve?

Circle One.

Army National Guard.....01
 Army Reserve.....02

4. What is your unit's identification code (UIC)? Record the first six letters or numbers. (If your unit is "split," i.e., has one or more detachments, platoons or sections, record the UIC of the parent (main) unit.)

UIC

--	--	--	--	--	--	--	--	--	--

- 5A. Is your unit "split," i.e., has one or more detachments, platoons or sections?

Circle One.

YES....(Answer B).....01
 NO.....(Go to Q.6).....00

- B. How is your unit organized?

Organized as TWO sections "split units"...01

Organized as THREE sections "split units".02

Other (Specify Below)..... 66

10-15/

16-17/

18-23/

24-25/

26-27/

CARD 01

6. Record your unit designation and unit location in the space below. (If your unit is "split," i.e., has one or more detachments, platoons or sections, record the location of your PARENT (MAIN) UNIT HEADQUARTERS.)

MY UNIT DESIGNATION IS: _____
(For example, Company C, 3rd Battalion, 250th Infantry)

A. CITY AND STATE _____

ZIPCODE

--	--	--	--	--	--

7. What is your present pay grade? Circle One.

0-1.....01
0-2.....02
0-3.....03
0-4.....04
0-5.....05
0-6.....06

8. In what month and year were you appointed to your present pay grade?

A.

--	--

 B.

--	--

Month Year

OFFICE USE
ONLY

28-32/

33-34/

35-38/

- 9A. Through which of the following officer procurement programs did you obtain your commission? Circle One.

OFFICE USE
ONLY

Academy graduate (USMA, USNA, USAFA).....01
Officer Candidate School or Officer
Training School.....02
ROTC (Regular).....03
ROTC (Scholarship).....04
Aviation Officer Candidate or Aviation
Cadets.....05
Warrant Officer Program.....06
Direct Appointment From Civilian Status.....07
Reserve Officer Candidate.....08
Platoon Leaders Course (USMC).....09
Other (specify below).....66

39-40/

- 9B. How many years of service do you have remaining in your present obligation?

Circle One.

Does not apply, I do not have a service
obligation (Go to Q.11).....77

Less than one year.....01
At least 1 year but less than 2 years.....02
At least 2 years but less than 3 years.....03
At least 3 years but less than 4 years.....04
At least 4 years but less than 5 years.....05
5 years or more.....06

41-42/

10. How likely are you to stay in the Guard/Reserve at the end of your present service obligation? Circle One.

(0 in 10) No chance.....00
(1 in 10) Very slight possibility.....01
(2 in 10) Slight possibility.....02
(3 in 10) Some possibility.....03
(4 in 10) Fair possibility.....04
(5 in 10) Fairly good possibility.....05
(6 in 10) Good possibility.....06
(7 in 10) Probable.....07
(8 in 10) Very Probable.....08
(9 in 10) Almost sure.....09
(10 in 10) Certain.....10

43-44/

CARD 01

11. How long have you been the Commanding Officer of your current unit?

--	--

A. YEARS

and

--	--

B. MONTHS

OFFICE USE
ONLY

45-48/

12. How much longer do you expect to serve in your current command assignment?

Circle One.

Less than 1 year..... 01
 At least 1 year but less than 2 years..... 02
 At least 2 years but less than 3 years..... 03
 3 or more years..... 04
 Don't know..... 88

49-50/

13. In what year did you first enter any branch of the military?
 If you first joined the Active Service, record the year you first entered the Active Service.

19

--	--

YEAR

51-52/

14. When you first entered the military, which branch of the military did you sign up for?

Circle One.

Active Army.....01
 Active Navy.....02
 Active Air Force.....03
 Active Marines.....04
 Army National Guard.....05
 Air National Guard.....06
 Army Reserve.....07
 Navy Reserve.....08
 Air Force Reserve.....09
 Marine Reserve.....10

53-54/

15. In which services have you served since you first entered the military?

Circle All That Apply

A. Active Army.....01
 B. Active Navy.....01
 C. Active Air Force.....01
 D. Active Marines.....01
 E. Army National Guard.....01
 F. Air National Guard.....01
 G. Army Reserve.....01
 H. Navy Reserve.....01
 I. Air Force Reserve.....01
 J. Marine Reserve.....01

55-56/

57-58/

59-60/

61-62/

63-64/

65-66/

67-68/

69-70/

71-72/

73-74/

16. We are interested in your military service over the past years. Starting with the year you first entered any branch of the military (active or Guard/Reserve), circle the number that describes your military participation for each year. (If you entered the military before 1959, begin with 1959). If you did more than one thing in a year, circle the number which describes what you did most of the year, that is, for six months or more.

OFFICE USE
ONLY

CARD 02

	No Military Service	Active Duty Army	Active Duty: Air Force Marines, or Navy	Army National Guard	Air National Guard	Army Reserve	Reserve: Air Force, Marines, or Navy	
1959	0	1	2	3	4	5	6	10-11/
1960	0	1	2	3	4	5	6	12-13/
1961	0	1	2	3	4	5	6	14-15/
1962	0	1	2	3	4	5	6	16-17/
1963	0	1	2	3	4	5	6	18-19/
1964	0	1	2	3	4	5	6	20-21/
1965	0	1	2	3	4	5	6	22-23/
1966	0	1	2	3	4	5	6	24-25/
1967	0	1	2	3	4	5	6	26-27/
1968	0	1	2	3	4	5	6	28-29/
1969	0	1	2	3	4	5	6	30-31/
1970	0	1	2	3	4	5	6	32-33/
1971	0	1	2	3	4	5	6	34-35/
1972	0	1	2	3	4	5	6	36-37/
1973	0	1	2	3	4	5	6	38-39/
1974	0	1	2	3	4	5	6	40-41/
1975	0	1	2	3	4	5	6	42-43/
1976	0	1	2	3	4	5	6	44-45/
1977	0	1	2	3	4	5	6	46-47/
1978	0	1	2	3	4	5	6	48-49/
1979	0	1	2	3	4	5	6	50-51/

PLEASE CHECK: HAVE YOU CIRCLED ONE NUMBER FOR EACH YEAR FROM
THE TIME YOU FIRST ENTERED THE MILITARY TO THE PRESENT TIME?

CARD 02

17. In all, how long did you serve in the active force? Do not include your initial active duty training for the Guard/Reserve as Active Military Service.

I have never served in the active force.....0000

I SERVED IN THE ACTIVE FORCE:

A. YEARS AND B. MONTHS

OFFICE USE
ONLY

52-55/

18. How long did you serve as an officer in the Active Force?

I have never served in the active force.....0000

I did not serve as an officer in the Active Force..7777

-OR-

I SERVED AS AN OFFICER IN THE ACTIVE FORCE:

A. YEARS AND B. MONTHS

56-59/

19. In all, how many months did you serve in Vietnam?

I have never served in the active force.....0000

I did not serve in Vietnam.....7777

-OR-

I SERVED IN VIETNAM:

MONTHS

60-61/

20. In all, to the nearest year and month, how long have you served in the Army National Guard and/or Army Reserve?

A. YEARS AND B. MONTHS

62-65/

21. In all, how many different Army National Guard and/or Army Reserve units have you served in since you entered military service? Count your current unit.

NUMBER OF DIFFERENT UNITS

22. Altogether, how long have you served in Company Command Assignments in the Army National Guard/Army Reserve? Count current time and time in previous Unit Commander positions in the Guard/Reserve.

A.

YEARS

AND

B.

MONTHS

23. How many good years of service do you have toward Guard/Reserve retirement? GIVE YOUR BEST ESTIMATE.

NUMBER OF GOOD YEARS

24. About how many points do you have toward Guard/Reserve retirement? GIVE YOUR BEST ESTIMATE.

NUMBER OF POINTS

OFFICE USE
ONLY

66-67/

68-71/

72-73/

74-77/

CARD 02

OFFICE USE
ONLY

CARD 03

25. Suppose you decided to stay in the Army National Guard/Army Reserve for 6 more years. Use the chart below to indicate what you think your pay grade would be each year. Circle one number for each year.

EXPECTED PAY GRADE

	0-1	0-2	0-3	0-4	0-5	0-6	
A. 1 YEAR FROM NOW	1	2	3	4	5	6	10-11/
B. 2 YEARS FROM NOW	1	2	3	4	5	6	12-13/
C. 3 YEARS FROM NOW	1	2	3	4	5	6	14-15/
D. 4 YEARS FROM NOW	1	2	3	4	5	6	16-17/
E. 5 YEARS FROM NOW	1	2	3	4	5	6	18-19/
F. 6 YEARS FROM NOW	1	2	3	4	5	6	20-21/

26. When you finally leave the Guard/Reserve, how many years of membership in Army National Guard/Army Reserve units do you expect to have? Do not include any active duty service.

--	--

22-23/

TOTAL EXPECTED YEARS OF RESERVE/GUARD SERVICE

27. Overall, how satisfied are you with your participation in the Army National Guard/Army Reserve? Please circle the number which shows your opinion on the line below. For example, people who are Very Satisfied would circle 7. People who are Very Dissatisfied would circle 1. Others may have opinions somewhere between 1 and 7.

Circle One.

Very Dissatisfied							Very Satisfied
1	2	3	4	5	6	7	

24-25/

II. UNIT PERSONNEL

28. How would you rate the overall performance of the following personnel? Would you say they do:

OFFICE USE
ONLY

	A VERY GOOD JOB	A GOOD JOB	A FAIR JOB	A POOR JOB	A VERY POOR JOB	DOES NOT APPLY	
A. Unit Technician(s).....	1	2	3	4	5	7	26-27/
B. Unit Recruiter(s).....	1	2	3	4	5	7	28-29/
C. USAREC Recruiter(s).....	1	2	3	4	5	7	30-31/
D. Unit Reenlistment Counselor(s).....	1	2	3	4	5	7	32-33/
E. Unit Training NCO.....	1	2	3	4	5	7	34-35/
F. Unit Officer(s).....	1	2	3	4	5	7	36-37/
G. Junior Enlisted Personnel (E1-E4 Only) ,	1	2	3	4	5	7	38-39/
H. Senior Enlisted Personnel (E5-E9 only),...	1	2	3	4	5	7	40-41/

29. In general, how would you describe the morale of junior enlisted personnel (E1-E4 only) in your unit?

Circle One.

MORALE IS
VERY LOW

1

2

3

4

5

6

7

MORALE IS
VERY HIGH

42-43/

30. How would you describe the morale of senior enlisted personnel (E5-E9 only) in your unit?

Circle One.

MORALE IS
VERY LOW

1

2

3

4

5

6

7

MORALE IS
VERY HIGH

44-45/

31. On the average, about what percentage of the assigned JUNIOR ENLISTED PERSONNEL (E1-E4) in your unit attended any given drill in 1979? Just give your best estimate.

%

46-48/

AVERAGE DRILL ATTENDANCE (E1-E4)

CARD 03

32. On the average, about what percentage of the assigned SENIOR ENLISTED PERSONNEL (E5-E9) in your unit attended any given drill in 1979? Just give your best estimate.

%

AVERAGE DRILL ATTENDANCE (E5-E9)

OFFICE USE
ONLY

49-51/

33. What percentage of the first term enlisted personnel (E1-E4 only) in your unit are best described by the following statements? (Please write in a percentage after each statement, making sure that the percentages total 100%).

- A. They make a contribution to fulfilling the unit mission

%

52-54/

- B. They neither help nor hinder in fulfilling the unit mission

%

55-57/

- C. They make it more difficult to fulfill the unit mission

%

58-60/

100%

34. How do you feel about the number of first term enlisted personnel (E1-E4) in your unit who do not complete their first term?

Circle One.

They represent a very serious problem...01
They represent a serious problem.....02
They represent a minor problem.....03
They do not represent a problem at all..04

61-62/

III. UNIT DRILL AND ANNUAL TRAINING ACTIVITIES

The next few questions are about activities in your unit.

OFFICE USE
ONLY

35. How satisfied are you with the training that is given to members of your unit during your unit drills?

Circle One.

Very
Dissatisfied

Very
Satisfied

1 2 3 4 5 6 7

63-64/

36. How satisfied are you with the opportunities that members of your unit have to use their assigned MOS skills during unit drills?

Circle One.

Very
Dissatisfied

Very
Satisfied

1 2 3 4 5 6 7

65-66/

37. In general, how would you describe the weapons or equipment your unit uses during your unit drills? Circle the number which describes it best on the line below. For example, people who feel that the equipment is up to date would circle 7. People who feel that the equipment is out of date would circle 1. Others may feel the equipment is somewhere between those descriptions.

Circle One.

Out of
Date

Up to
Date

1 2 3 4 5 6 7

67-68/

38. In general, how would you describe the mechanical condition of the weapons or equipment your unit uses during unit drills?

Circle One.

Poor

Excellent

1 2 3 4 5 6 7

69-70/

CARD 03

39. How would you rate each of the following items at your unit's 1979 Annual Training Location? Circle One Number For Each Item.

OFFICE USE
ONLY
CARD 04

Characteristics of 1979 Annual Training Location	Very Good	Good	Fair	Poor	Very Poor	
A. Equipment or weapons to use for training	1	2	3	4	5	10-11/
B. Training facilities and grounds	1	2	3	4	5	12-13/
C. Barracks/living conditions	1	2	3	4	5	14-15/
D. Availability of goods and services at the base	1	2	3	4	5	16-17/
E. Access to shopping areas, recreation facilities during off-duty hours	1	2	3	4	5	18-19/

40. How satisfied were you with your unit's 1979 Annual Training Location?

Circle One.

Very Dissatisfied	1	2	3	4	5	6	7	Very Satisfied	
									20-21/

41. Overall, how satisfied were you with your unit's performance at Annual Training in 1979? Circle one.

Very Dissatisfied	1	2	3	4	5	6	7	Very Satisfied	
									22-23/

42. How much of a problem is each of the following for your unit in meeting your unit's training objectives?

Please circle the number which shows your opinion on the lines below. For example, people who feel that an item is NOT A PROBLEM would circle 7. People who feel that an item is A SERIOUS PROBLEM would circle 1. Others may have opinions somewhere between 1 and 7.

Circle One For Each Item.

	A Serious Problem						Not a Problem	
A. Out-of-date equipment/weapons	1	2	3	4	5	6	7	24-25/
B. Poor mechanical condition of equipment/weapons.....	1	2	3	4	5	6	7	26-27/
C. Being below strength in Grades E1-E4.....	1	2	3	4	5	6	7	28-29/
D. Being below strength in Grades E5-E9.....	1	2	3	4	5	6	7	30-31/
E. Not enough staff resources to plan effective training..	1	2	3	4	5	6	7	32-33/
F. Low attendance of unit personnel at Unit Drills....	1	2	3	4	5	6	7	34-35/
G. Low attendance of unit personnel at Annual Training.....	1	2	3	4	5	6	7	36-37/
H. Ineffective training during Annual Training.....	1	2	3	4	5	6	7	38-39/
I. Shortage of MOS qualified personnel.....	1	2	3	4	5	6	7	40-41/
J. Low quality of personnel in low grade unit drill positions.....	1	2	3	4	5	6	7	42-43/
K. Low quality of Senior NCOs	1	2	3	4	5	6	7	44-45/
L. Not enough drill time to practice skills.....	1	2	3	4	5	6	7	46-47/
M. Not enough time to plan training objectives and get all administrative paperwork done.....	1	2	3	4	5	6	7	48-49/
N. Lack of access to good training facilities and grounds.....	1	2	3	4	5	6	7	50-51/
O. Lack of good instruction manuals and materials.....	1	2	3	4	5	6	7	52-53/
P. Lack of supplies, such as ammunition, gasoline, etc...	1	2	3	4	5	6	7	54-55/

PLEASE CHECK: HAVE YOU CIRCLED ONE NUMBER FOR EACH ITEM?

OFFICE USE
ONLY

CARD 04

43. Which of the things listed in Q42 is the MOST SERIOUS PROBLEM for your unit in meeting your unit's training objectives?

Circle One.

MOST SERIOUS PROBLEM

A.....01
B.....02
C.....03
D.....04
E.....05
F.....06
G.....07
H.....08
I.....09
J.....10
K.....11
L.....12
M.....13
N.....14
O.....15
P.....16

OFFICE USE
ONLY

56-57/

44. Which of the things listed in Q42 is the SECOND MOST SERIOUS PROBLEM for your unit in meeting your unit's training objectives?

Circle One.

SECOND MOST SERIOUS PROBLEM

A.....01
B.....02
C.....03
D.....04
E.....05
F.....06
G.....07
H.....08
I.....09
J.....10
K.....11
L.....12
M.....13
N.....14
O.....15
P.....16

58-59/

45. How well do you think most of the personnel in your unit would perform their wartime mission?

Circle One.

NOT
PERFORM
AT ALL

1

2

3

4

5

6

7

PERFORM
VERY
WELL

Don't know/no opinion.....88

OFFICE USE
ONLY

60-61/

46. Think for a minute about the most important weapons or equipment that your unit needs to perform its wartime mission. How well would the weapons or equipment that you have in your unit work in a wartime mission?

Circle One.

NOT
PERFORM
AT ALL

1

2

3

4

5

6

7

PERFORM
VERY
WELL

Don't know/no opinion.....88

62-63/

47. Compared with similar Guard/Reserve units, how would you rate the overall quality of your unit? Circle One.

A lot better than most units.....01
Somewhat better than most units.....02
About the same as most units.....03
Somewhat worse than most units.....04
A lot worse than most units.....05
Don't Know.....88

64-65/

CARD 04

IV. YOUR GUARD/RESERVE ACTIVITIES

OFFICE USE
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CARD 05

The next few questions are about your Guard/Reserve activities.

48. During a typical drill month, about how many hours do you spend working on the following Guard/Reserve activities?

ACTIVITIES	HOURS IN A TYPICAL DRILL MONTH	
A. Attending <u>regular unit drills</u>	<input type="text"/> <input type="text"/> <input type="text"/>	10-12/
B. Attending <u>administrative meetings</u> at your drill location, not counting regular drill time	<input type="text"/> <input type="text"/> <input type="text"/>	13-15/
C. Doing Guard/Reserve work at your <u>home or on your civilian job</u>	<input type="text"/> <input type="text"/> <input type="text"/>	16-18/
D. Working on <u>other Guard/Reserve</u> <u>activities which require that</u> you spend time away from home. Please describe below: _____ _____ _____	<input type="text"/> <input type="text"/> <input type="text"/>	19-21/
E. Please ADD the number of hours listed for A-D above and enter in the boxes to the right.	<input type="text"/> <input type="text"/> <input type="text"/>	22-24/

TOTAL

PLEASE CHECK: IS THE NUMBER YOU ENTERED IN "E" THE TOTAL
NUMBER OF HOURS YOU SPEND WORKING ON GUARD/RESERVE ACTIVITIES
IN A TYPICAL DRILL MONTH? IF NOT, PLEASE CORRECT THE ANSWERS
IN THE BOXES A-E ABOVE.

CARD 05

49. Think about the total number of hours you usually spend during a typical drill month working on Guard/Reserve activities--that is, the number of hours listed in Q48E.

How many of these hours are usually spent on each of the following unit activities?

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HOURS IN A TYPICAL
DRILL MONTH

- | | | |
|---|--|--------|
| A. Planning training and drills | <input type="text"/> <input type="text"/> <input type="text"/> | 25-27/ |
| B. Supervising or participating in unit drills | <input type="text"/> <input type="text"/> <input type="text"/> | 28-30/ |
| C. Working on recruiting activities | <input type="text"/> <input type="text"/> <input type="text"/> | 31-33/ |
| D. Working on retention activities | <input type="text"/> <input type="text"/> <input type="text"/> | 34-36/ |
| E. Attending meetings with personnel outside of unit, such as battallion HQ, ARCOM, etc. | <input type="text"/> <input type="text"/> <input type="text"/> | 37-39/ |
| H. Handling personnel and attendance problems | <input type="text"/> <input type="text"/> <input type="text"/> | 40-42/ |
| G. Doing administrative paperwork and unit inventories (include time spent on personnel evaluations, supply/inventory actions, pay and attendance reports, training reports, discharge actions and other paperwork) | <input type="text"/> <input type="text"/> <input type="text"/> | 43-45/ |
| H. Working on other Guard/Reserve activities. Please describe below:

_____ | <input type="text"/> <input type="text"/> <input type="text"/> | 46-48/ |
| I. Please ADD the number of hours listed for A-H above and enter in the boxes to the right. | <input type="text"/> <input type="text"/> <input type="text"/> | 49-51/ |

TOTAL

PLEASE CHECK: IS THE NUMBER YOU ENTERED IN "I" THE TOTAL NUMBER OF HOURS YOU ENTERED IN Q48E? IF NOT, PLEASE CORRECT THE ANSWERS IN THE BOXES FOR A-I.

CARD 05

50. How do you feel about the amount of time you usually spend during a typical drill month working on each of the following unit activities? Using the same list of unit activities from Q49, indicate if you think you need to **SPEND MORE TIME** than you usually do, **LESS TIME** or about the **SAME AMOUNT OF TIME** you usually spend in a typical drill month.

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ONLY

Mark One For Each Item

I NEED TO SPEND:

	More Time	About the Same Amount of time	Less Time	Does Not Apply	
A. Planning training and drills	1	2	3	7	52-53/
B. Supervising or participating in drills	1	2	3	7	54-55/
C. Working on recruiting activities	1	2	3	7	56-57/
D. Working on retention activities	1	2	3	7	58-59/
E. Attending meetings with personnel outside of unit, such as battalion headquarters, ARCOM, etc.)	1	2	3	7	60-61/
F. Handling personnel and attendance problems	1	2	3	7	62-63/
G. Doing administrative paperwork and unit inventories	1	2	3	7	64-65/
H. Working on <u>other</u> Guard/Reserve activities	1	2	3	7	66-67/

51. How long does it usually take you to get from your home to the place(s) where your unit meets? (If your unit is "split," i.e. has one or more detachments, platoons or sections, indicate how long it usually takes you to get to each drill location).
- A. DRILL LOCATION #1 (MAIN UNIT HEADQUARTERS OR ONLY REGULAR DRILL LOCATION)

MINUTES FROM HOME TO THIS LOCATION IS: Circle One.

0-9 minutes.....	01
10-14 minutes.....	02
15-19 minutes.....	03
20-24 minutes.....	04
25-29 minutes.....	05
30-44 minutes.....	06
45-59 minutes.....	07
60 minutes or more.....	08

OFFICE USE
ONLY

68-69/

IF YOUR UNIT IS "SPLIT" INTO SEPARATE SECTIONS, ANSWER B AND C BELOW. ALL OTHERS, GO TO Q.53.

B. DRILL LOCATION #2

MINUTES FROM HOME TO THIS LOCATION IS: Circle One.

0-9 minutes.....	01
10-14 minutes.....	02
15-19 minutes.....	03
20-24 minutes.....	04
25-29 minutes.....	05
30-44 minutes.....	06
45-59 minutes.....	07
60 minutes or more.....	08

70-71/

C. DRILL LOCATION #3

MINUTES FROM HOME TO THIS LOCATION IS: Circle One.

0-9 minutes.....	01
10-14 minutes.....	02
15-19 minutes.....	03
20-24 minutes.....	04
25-29 minutes.....	05
30-44 minutes.....	06
45-59 minutes.....	07
60 minutes or more.....	08

72-73/

52. About how many hours each month do you usually spend traveling because of your Guard/Reserve activities? Include time spent getting to and from your Guard/Reserve activities.

HOURS TRAVELING
 EACH MONTH

74-76/

CARD 05

53. During a month when you attend ALL the regularly scheduled drills for your unit, how much is your drill paycheck for that month, AFTER TAXES AND DEDUCTIONS (TAKE HOME PAY)?

CARD 06

\$

10-12/

AMOUNT OF MONTHLY
DRILL PAYCHECK (TAKE HOME PAY)

- 54A. In 1979, what was the total amount of your paycheck for Annual Training (Summer Camp) AFTER TAXES AND DEDUCTIONS (TAKE-HOME PAY)? Include any Basic Allowance for Quarters (BAQ) and Basic Allowance for Subsistence (BAS) you received during Annual Training. Give your best estimate.

\$

13-15/

AMOUNT OF ANNUAL TRAINING PAYCHECK
TAKE-HOME PAY - AFTER TAXES

- 54B. For all of 1979, what will be your total income BEFORE TAXES AND DEDUCTIONS from your participation in the Guard/Reserve? Include pay from drills, Annual Training and BAS or BAQ and any call-ups or mobilizations. Give your best estimate.

\$

16-19/

ESTIMATED 1979 INCOME FROM GUARD/RESERVE
BEFORE TAXES

CARD 06

OFFICE USE
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V. YOUR OPINIONS

55. Below is a list of things that may be problems for some Guard/Reserve Units. How much of a problem is each of the following for your unit? Mark one Number for Each Item.

	A Serious Problem							Not a Problem
A. Public transportation to the unit	1	2	3	4	5	6	7	20-21/
B. Recruiting prior service personnel	1	2	3	4	5	6	7	22-23/
C. Recruiting non-prior service personnel	1	2	3	4	5	6	7	24-25/
D. Losing potential recruits to the Active Service	1	2	3	4	5	6	7	26-27/
E. Losing potential recruits to other Guard/Reserve Units in the area	1	2	3	4	5	6	7	28-29/
F. Low quality of first term enlistees	1	2	3	4	5	6	7	30-31/
G. Getting people MOS qualified	1	2	3	4	5	6	7	32-33/
H. Getting administrative paper-work done	1	2	3	4	5	6	7	34-35/
I. Retaining personnel in the unit beyond their first enlistment term	1	2	3	4	5	6	7	36-37/
J. Inadequate or crowded Armory/Center facilities for unit drills	1	2	3	4	5	6	7	38-39/
K. Lack of access to training grounds and facilities related to the unit's mission	1	2	3	4	5	6	7	40-41/
L. Shortage of office supplies and equipment (such as typewriter, paper, etc.)	1	2	3	4	5	6	7	42-43/

CARD 06

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56. We're interested in the priority your Guard State Headquarters/ Reserve Headquarters gives to unit activities. Which of the activities listed below do you think your Guard State Headquarters/ Reserve Headquarters regards as the MOST IMPORTANT, SECOND MOST IMPORTANT, THIRD MOST IMPORTANT, AND LEAST IMPORTANT FOR YOUR UNIT?

Circle One For Each Level of Importance.

UNIT PRIORITIES

	MOST IMPORTANT (Circle One)	SECOND IMPORTANT (Circle One)	THIRD IMPORTANT (Circle One)	LEAST IMPORTANT (Circle One)	
A. Increasing enlistments....	1	2	3	7	44-45/
B. Increasing retention rate.	1	2	3	7	46-47/
C. Increasing number of MOS qualified personnel.....	1	2	3	7	48-49/
D. Planning effective drill training.....	1	2	3	7	50-51/
E. Planning effective Annual Training.....	1	2	3	7	52-53/
F. Maintaining weapons/ equipment in good mechanical condition.....	1	2	3	7	54-55/
G. Obtaining new and improved weapons/equipment.....	1	2	3	7	56-57/
H. Keeping administrative paper- work and unit inventories up to date.	1	2	3	7	58-59/

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Now a few questions on a different topic. We would like you to think for a minute about the overall condition of your unit.

57. Using the line below to show your opinion, please circle the number which you think describes the overall condition of your unit TODAY.

Circle One.

At Its
Worst

1 2 3 4 5 6 7 8 9 10

At Its
Best

60-61/

58. Now, how would you describe the overall condition of your unit 5 YEARS AGO? Circle one.

At Its
Worst

1 2 3 4 5 6 7 8 9 10

At Its
Best

62-63/

59. Finally, what do you think will be the overall condition of your unit 5 YEARS FROM NOW? Circle one.

At Its
Worst

1 2 3 4 5 6 7 8 9 10

At Its
Best

64-65/

CARD 06

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- B. Do you have any comments or recommendations about Guard/Reserve
Training Policies? Circle One.

NO...(GO TO C)..... 00
YES...(RECORD COMMENTS BELOW).. 01

68-69/

COMMENTS: _____

- C. Do you have any comments or recommendations about Guard/Reserve
Administrative Recordkeeping Policies and Procedures? Circle One.

NO...(GO TO D).....00
YES...(RECORD COMMENTS BELOW)....01

70-71/

COMMENTS: _____

- D. Do you have any OTHER COMMENTS OR RECOMMENDATIONS ABOUT
Reserve Force personnel policies? Circle One.

NO...(GO TO Q61).....00
YES...(RECORD COMMENTS BELOW)..01

72-73/

COMMENTS: _____

CARD 06

OFFICE USE
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VI. INDIVIDUAL CHARACTERISTICS

CARD 07

61. Are you male or female? Circle One.

Male.....01

Female.....02

10-11/

62. How old were you on your last birthday?

12-13/

63. What do you consider to be your main racial or ethnic group?

Circle One.

Afro-American/Black/Negro.....01

American Indian/Alaskan Native.....02

Hispanic/Puerto Rican/Mexican/Cuban/Latino/

Chicano/Other Spanish.....03

Oriental/Asian/Chinese/Japanese/Korean/

Filipino/Pacific Islander.....04

White/Caucasian.....05

Other (specify below).....66

14-15/

64. What is your marital status? Circle One.

Married.....01

Separated.....02

Divorced.....03

Widowed.....04

Single, never married...05

16-17/

65. How many children do you have? Include stepchildren and adopted children.

18-19/

66. AS OF TODAY, what is the highest degree or diploma that you hold? DO NOT INCLUDE DEGREES FROM TECHNICAL, TRADE OR VOCATIONAL SCHOOLS. Circle One.

No Degree of Diploma.....00

GED Certificate.....01

High School Diploma.....02

Associate/Junior College Degree.....03

Bachelor's Degree (BA/BS).....04

Master's Degree (MA/MS).....05

Doctoral Degree (PhD/MD/LLB).....06

Other Degree not listed above..(Specify below).07

20-21/

CARD 07

OFFICE USE
ONLY

VII. YOUR CIVILIAN JOB

67. What were you doing most of the time in civilian life
LAST MONTH?

Mark All That Apply

Working full time.....01	22-23/
Working part time.....01	24-25/
With a civilian job but not at work because of <u>temporary</u> illness, vacation, strike, etc.....01	26-27/
Unemployed, laid off, looking for work.....01	28-29/
Retired.....01	30-31/
Going to school.....01	32-33/
Other (specify below).....01	34-35/

***IF YOU HAVE A CIVILIAN JOB OR BUSINESS,
ANSWER Q.68 THROUGH Q.80.***

***ALL OTHERS, GO TO Q.81, PAGE 33.

68. THE NEXT QUESTIONS ARE ABOUT YOUR CIVILIAN JOB. IF YOU HAVE
MORE THAN ONE JOB, PLEASE ANSWER THESE QUESTIONS FOR THE JOB
WHERE YOU WORK THE MOST HOURS PER WEEK.

What kind of work do you do, that is, what is your job called?
(For example, electrical engineer, carpenter, high school
teacher, etc.) Write the name of your job in the space below.

KIND OF WORK/JOB TITLE

36-38/

CARD 07

OFFICE USE
ONLY

69. The jobs people have can be divided into different groups.
In which group would you put your civilian job? Circle One.

PROFESSIONAL. (Examples: doctor, teacher, minister,
accountant, engineer, lawyer).....01

39-40/

TECHNICAL. (Examples: draftsman, medical or lab
technician, computer programmer, pilot).....02

MANAGER OR ADMINISTRATOR, EXCEPT ON FARM. (Examples:
sales or office manager, school administrator, buyer,
elected official).....03

OWNER OR PROPRIETOR. (Examples: contractor, restaurant
owner, small business owner).....04

TRADES OR CRAFTS WORKER. (Examples: electrician,
mechanic or repairman, plumber, carpenter, painter,
other crafts, jeweler, tailor, etc.).....05

SALESWORKER. (Examples: real estate agent,
manufacturer's representative, insurance agent).....06

OFFICE AND CLERICAL WORKER.....07

MACHINE OR TRANSPORTATION OPERATOR.....08

FARMER OR FARM MANAGER.....09

I'm not sure which group my civilian job belongs in.....88

70. Which of the following best describes your civilian employer?

Circle One.

Federal Government.....01

41-42/

State Government.....02

Local Government.....03

I am self-employed.....04

Private firm with more than 500 employees.....05

Private firm with 100-500 employees.....06

Private firm with less than 100 employees.....07

OFFICE USE
ONLY

71. What kind of place do you work for? (For example, TV and radio manufacturing, retail shoe store, etc.)

43-45/

KIND OF PLACE OF EMPLOYMENT

72. Are you an owner or part owner of your own business?

Circle One.

YES.....01
NO.....00

46-47/

73. In your civilian job, how many people do you directly supervise?

I do not supervise others.....0000

--	--	--	--

48-51/

NUMBER OF PEOPLE

74. Which of the following describes how you are paid for your main civilian job? MARK ALL THAT APPLY.

A. Hourly wage rate.....01
B. Salary.....01
C. Commission, tips, or bonus.01

52-53/
54-55/
56-57/

75. In 1979, how many hours a week have you usually worked at your (main) civilian job or business?

--	--

58-59/

HOURS PER WEEK USUALLY
WORKED IN 1979

76. How much of a problem is it for you to make arrangements with your civilian employer for drill attendance?

Circle One.

Does not apply, I am self-employed..00
A serious problem.....01
Somewhat of a problem.....02
A slight problem.....03
Not a problem at all.....04

60-61/

CARD 07

OFFICE USE
ONLY

77. What is your employer's leave policy for your Annual Reserve/Guard training duty? (Circle One.)

Does not apply, I am self-employed.....00
 Permits 2 weeks extra leave with full pay.....01
 Permits 2 weeks extra leave without pay.....02
 Permits 2 weeks extra leave but pays me only
the difference between my military and
 civilian pay.....03
 Does not permit extra leave or pay,
 I must use my regular vacation.....04
 Other, (specify below).....66

62-63/

78. How many regular paid vacation days did you use in order to attend Annual Training in 1979?

Circle One.

I didn't attend Annual Training in 1979.....77

I didn't use paid vacation days.....00

-OR-

--	--

NUMBER OF PAID VACATION DAYS

64-65/

79. How many days of military leave (paid or unpaid) did you take off from work in order to attend Annual Training in 1979?

I didn't attend Annual Training in 1979.....77

I didn't take military leave from work.....00

-OR-

--	--

NUMBER OF DAYS MILITARY LEAVE

66-67/

OFFICE USE
ONLY

80. In all, how much civilian pay (including vacation pay) did you collect when you attended Annual Training in 1979? Enter the amount collected before taxes and deductions.

I didn't attend Annual Training in 1979..... 7777

I didn't collect civilian pay..... 0000

-OR-

\$

68-71/

CIVILIAN PAY DURING ANNUAL TRAINING

81. For all of 1979, what will be your family's TOTAL INCOME, BEFORE TAXES AND OTHER DEDUCTIONS, from all sources? Include your Guard/Reserve pay, civilian job earnings, your spouse's income, interest, dividends, and any other income. Give your best estimate.

\$

72-76/

ESTIMATED TOTAL 1979 INCOME

CARD 08

82. How do you feel about the amount of time you spend on each activity listed below? Circle one for each activity.

	I spend too much time	I spend about the right amount of time	I don't spend enough time	
A. Your civilian job	1	2	3	10-11/
B. Family activities	1	2	3	12-13/
C. Leisure activities	1	2	3	14-15/
D. Reserve/Guard activities	1	2	3	16-17/

CARD 07-08

OFFICE USE
ONLY

83. What time did you complete the questionnaire?

Time: _____

84. How long did it take you to complete this questionnaire?

NUMBER OF MINUTES

--	--

18-19/

THANK YOU FOR COMPLETING THIS SURVEY. PLEASE SEAL THE
THE QUESTIONNAIRE IN THE CONFIDENTIAL ENVELOPE PROVIDED
AND THEN RETURN IT TO THE UNIT SURVEY ADMINISTRATOR.

20-23/

--	--	--	--



MANPOWER,
RESERVE AFFAIRS
AND LOGISTICS

RCS#DD-M(OT) 7915
UNIT FORM 4

1979 RESERVE FORCE UNIT SURVEY
FOR ARMY NATIONAL GUARD AND ARMY RESERVE UNITS

Army National Guard and Army Reserve Units across the United States are participating in this survey. Your unit has been scientifically selected to participate in this important survey. The study is being conducted for the Office of the Deputy Assistant Secretary of Defense for Reserve Affairs by the Rand Corporation, a private non-profit research organization. The information collected will be used for research and analysis purposes only. Please complete this survey as explained below.

The purpose of this questionnaire is to obtain factual information about your unit. This information can be provided by either the Unit Commander or another member of the unit, who is familiar with unit data, e.g., a unit technician. Please feel free to refer to unit records as necessary in completing this form.

Questions are presented in SIX DIFFERENT SECTIONS:

- Section I (Q1-Q17) covers basic information about your unit, such as authorized strength, assigned strength, unit function, etc.
- Section II (Q18-Q27) concerns Unit Drill and Annual Training Schedules and Activities.
- Section III (Q28-Q39) asks about the location of your Armory-Center and the surrounding civilian community.
- Section IV (Q40-Q53) covers basic information about new enlistments, transfers, ETS losses and separations, and other personnel turnover DURING FY 79--that is the period from October 1, 1978 until September 30, 1979.
- Section V (Q54-Q60) asks for a short summary about the most recent case where a non-prior service, first term enlisted member (E1-E4) who left the unit before completing his (or her) FIRST ENLISTMENT.
- Section VI (Q61-Q68) is concerned with unit activities over the past few years, such as training experience with active Army units, training overseas, special awards received, etc.

INSTRUCTIONS FOR COMPLETING THIS SURVEY

I. Read each question carefully. Circle the NUMBER next to your answer.

Example: Is this an Army National Guard or Army Reserve Unit? Circle One.

Army National Guard.....01
Army Reserve.....02

-- If you are in an Army National Guard Unit, you would circle code 01.

II. Sometimes you will be asked to "CIRCLE ALL ANSWERS THAT APPLY". When this instruction appears next to a question, you may circle MORE THAN ONE NUMBER TO DESCRIBE YOUR SITUATION.

Example: Who completed this questionnaire?
Circle All that Apply.

A. Unit Commander.....01
B. Unit Officer.....01
C. Unit Technician.....01
D. Unit Training NCO.....01
E. Other Unit Member.....01

--If the Unit Commander and the Technician completed sections of the questionnaire, you would record your answers as shown above.

III. If the question asks for a NUMBER, you should do two things.

- Write the numbers in the boxes provided, making sure that the last number is always placed in the right-hand box.
- Fill in any unused boxes with zeros.

NOTE: If your answer to a question is "NONE", enter ZEROS in all the BOXES provided.

EXAMPLE:

You would record the number 55 as.....>

0	0	5	5
---	---	---	---

IV. If you have any questions about completing this survey, please call the Survey Coordinator for the 1979 Reserve Force Studies Surveys at the Rand Corporation at Commercial: (202) 296-5000, ext. 308.

SECTION I. UNIT CHARACTERISTICS

The following questions cover basic factual information about your unit.

1. Is this an Army National Guard or Army Reserve unit?

Circle One.

Army National Guard Unit.....01
Army Reserve Unit.....02

2. What is your unit's identification code (UIC)? Record the first six letters or numbers. (If your unit is "split," i.e., has one or more detachments, platoons, or sections, record the UIC of your parent (main) unit).

UIC

--	--	--	--	--	--

- 3A. Is your unit "split," i.e., has one or more detachments, platoons or sections?

Circle One.

YES..(Answer B-D below)...01
NO.....(Go to Q.4).....00

- B. How is your unit organized?

Circle One.

Organized as TWO sections "split units"...01
Organized as THREE sections "split units"...02
Other (Specify Below)..... 66

- C. How long has your unit been "split," i.e. has one or more detachments, platoons, or sections?

Circle One.

Less than 1 year.....01
At least 1 year but less than 3 years.....02
At least 3 years but less than 5 years....03
At least 5 years but less than 10 years...04
10 years or more.....05

- D. Are all of your unit sections ("split units") located in the SAME CITY/TOWN?

Circle One.

YES.....01
NO.....00

OFFICE USE
ONLY

CARD 01

10-11/

12-17/

18-19/

20-21/

22-23/

24-25/

CARD 01

4. Record your unit designation and unit location(s) in the sections below. (If your unit is "split," i.e., has one or more detachments, platoons, or sections, record the location of ALL SECTIONS OF YOUR UNIT.)

MY UNIT DESIGNATION IS: _____
(For example, Company C, 3rd Battalion, 250th Infantry)

MY UNIT DRILL LOCATION(S):

LOCATION #1 (MAIN HEADQUARTERS OR ONLY REGULAR DRILL LOCATION)

A. CITY AND STATE: _____

ZIP CODE: [][][][][][]

OFFICE USE
ONLY

26-30/

IF YOUR UNIT IS "SPLIT" INTO ONE OR MORE DETACHMENTS, PLATOONS, OR SECTIONS, FILL IN LOCATIONS (B-E) BELOW. ALL OTHERS, GO TO Q.5.

LOCATION #2

B. CITY AND STATE: _____

ZIP CODE: [][][][][][]

31-35/

C. How far is it from this unit section to your MAIN UNIT HEADQUARTERS--that is the drill location listed in 'A' above?

MILES AWAY [][][][][]

36-39/

LOCATION #3

D. CITY AND STATE: _____

ZIP CODE: [][][][][][]

40-44/

E. How far is it from this unit section to your MAIN UNIT HEADQUARTERS--that is the drill location listed in 'A' above?

MILES AWAY [][][][][]

45-48/

5. What is the size of the city or town where your unit is located:
(If your unit is "split", i.e. has one or more detachments,
platoons, or sections, record the size of each city/town
where your unit sections meet.)

OFFICE USE
ONLY

DRILL LOCATION #1 (MAIN HEADQUARTERS OR ONLY REGULAR
DRILL LOCATION)

Circle One.

- A. Size of City/Town is: Less than 5,000 people.....01
5,000 - 9,999 people.....02
10,000 - 14,999 people.....03
15,000 - 19,999 people.....04
20,000 - 24,999 people.....05
25,000 - 49,999 people.....06
50,000 - 99,999 people.....07
100,000 - 199,999 people.....08
200,000 - 299,999 people.....09
300,000 - 399,999 people.....10
400,000 - 499,999 people.....11
500,000 - 1,000,000 people.....12
Over 1,000,000 people.....13
Don't Know.....88

49-50/

IF YOUR UNIT IS "SPLIT" INTO ONE OR MORE DETACHMENTS, PLATOONS,
OR SECTIONS, FILL IN SECTIONS B THROUGH C ON THE NEXT PAGE.

ALL OTHERS, GO TO Q.6.

CARD 01

ANSWER THIS PAGE IF YOUR UNIT IS "SPLIT" INTO ONE OR MORE
DETACHMENTS, PLATOONS, OR SECTIONS.

DRILL LOCATION #2

B. Size of City/Town is:

Circle One.

This unit section is in the
 SAME CITY as the main unit HQ...00
 Less than 5,000 people.....01
 5,000 - 9,999 people.....02
 10,000 - 14,999 people.....03
 15,000 - 19,999 people.....04
 20,000 - 24,999 people.....05
 25,000 - 49,999 people.....06
 50,000 - 99,999 people.....07
 100,000 - 199,999 people.....08
 200,000 - 299,999 people.....09
 300,000 - 399,999 people.....10
 400,000 - 499,999 people.....11
 500,000 - 1,000,000 people.....12
 Over 1,000,000 people.....13
 Don't Know.....88

OFFICE USE
ONLY

51-52/

DRILL LOCATION #3

C. Size of City/Town is:

Circle One.

This unit section is in the
 SAME CITY as the main unit HQ...00
 Less than 5,000 people.....01
 5,000 - 9,999 people.....02
 10,000 - 14,999 people.....03
 15,000 - 19,999 people.....04
 20,000 - 24,999 people.....05
 25,000 - 49,999 people.....06
 50,000 - 99,999 people.....07
 100,000 - 199,999 people.....08
 200,000 - 299,999 people.....09
 300,000 - 399,999 people.....10
 400,000 - 499,999 people.....11
 500,000 - 1,000,000 people.....12
 Over 1,000,000 people.....13
 Don't Know.....88

53-54/

6. Which of the following best describes your unit MISSION?

Circle One.

Adjutant General.....01
 Air Defense.....02
 Armor.....03
 Artillery.....04
 Aviation.....05
 Engineer.....06
 Finance.....07
 Infantry.....08
 Medical.....09
 Military Intelligence.....10
 Military Police.....11
 Ordnance.....12
 Public Information.....13
 Quartermaster.....14
 School (Reserve).....15
 Signal Corps16
 Special Forces.....17
 Supply (Composite Services).....18
 Training Division.....19
 Transportation.....20
 Other (Specify below).....66

OFFICE USE
ONLY

55-56/

7. Which of the following best describes your(MAIN) UNIT TYPE?

Circle One

Band.....01
 Base.....02
 Company or Battery.....03
 Detachment.....04
 Hospital.....05
 Medical Installation.....06
 School.....07
 Small Element.....08
 Staff Element.....09
 Team.....10
 Troop.....11
 Other (Specify below).....66

57-58/

IF YOUR UNIT IS A COMPANY OR BATTERY, ANSWER Q8.
 ALL OTHERS, GO TO Q.9.

8. How is your company/battery organized?

Circle One.

Company/Battery organized as PART OF A Battalion
 or Squadron.....01
 Company/Battery NOT PART of a Battalion or
 Squadron.....02

59-60/

CARD 01

9. Is your unit a HEADQUARTERS Unit?

Circle One.

YES.....01
NO.....00

OFFICE USE
ONLY

61-62/

10. Is your unit organized under a Table of Distribution and Allowance (TDA) or Table of Organization and Equipment (TOE)?

Circle One.

TDA.....01
TOE.....02

63-64/

11. What is your unit's three digit TDA or TOE Identification Code?

--	--	--

TDA/TOE CODE

65-67/

12. Has your unit been REORGANIZED under a different TDA or TOE in the last five years?

Circle One.

YES.....01
NO.....00

68-69/

13. What is the REQUIRED (full TOE/TDA) number of enlisted personnel for your unit? Record the number specified in the "Required Column" of your TOE or TDA.

--	--	--

REQUIRED ENLISTED PERSONNEL

70-72/

14. What is the AUTHORIZED (modified TOE/TDA) number of enlisted personnel for your unit? Record the number specified in the "Authorized Column" of your TOE or TDA.

--	--	--

AUTHORIZED ENLISTED PERSONNEL

73-75/

CARD 02

15. As of today, how many enlisted personnel are ASSIGNED to your unit? (If your unit is "split" into one or more detachments, platoons, or sections, record the number of personnel ASSIGNED TO EACH UNIT SECTION.)

OFFICE USE
ONLY

NO. ASSIGNED ENLISTED PERSONNEL

- A. UNIT DRILL LOCATION #1
(MAIN UNIT HEADQUARTERS OR ONLY
DRILL LOCATION).....

--	--	--	--

10-12/

- B. UNIT DRILL LOCATION #2.....

--	--	--	--

13-15/

-OR-

Does not apply
to my unit...000

- C. UNIT DRILL LOCATION #3 AND ANY OTHER LOCATIONS

--	--	--	--

16-18/

-OR-

Does not apply
to my unit...000

- D. TOTAL: Add the number of ASSIGNED
enlisted personnel listed in A-C
above and enter the TOTAL NUMBER OF
ENLISTED UNIT MEMBERS IN THE BOXES
FOR "D".....

--	--	--	--

19-21/

TOTAL ASSIGNED
ENLISTED UNIT MEMBERS

16. How many of the enlisted personnel who are assigned to your unit, including any detachments, platoons, or sections are WOMEN?

--	--	--	--

22-23/

ASSIGNED ENLISTED WOMEN

CARD 02

17. Use the chart below to indicate the total number of AUTHORIZED and ASSIGNED unit positions for each ENLISTED GRADE. If your unit is "split," i.e., has one or more detachments, platoons, or sections, include unit positions at all locations.

	COLUMN 1 # AUTHORIZED PAY GRADE POSITIONS	COLUMN 2 # ASSIGNED PAY GRADE POSITIONS	OFFICE USE ONLY
A. E1-E3.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	24-29/
B. E4.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	30-35/
C. E5.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	36-41/
D. E6.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	42-47/
E. E7.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	48-53/
F. E8.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	54-59/
G. E9.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	60-65/
H. TOTAL: Enter total number of unit positions for Column 1 and Column 2.....	<input type="text"/> <input type="text"/> <input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/>	66-71/
	TOTAL AUTHORIZED	TOTAL ASSIGNED	

PLEASE CHECK:

- Is the total number of AUTHORIZED pay grade positions listed in H under column 1 above the SAME as the number listed in Q14? If not, please correct the answers in boxes A-H above.
- Is the total number of ASSIGNED pay grade positions listed in H under Column 2 above the SAME as the number listed in Q.15D? If not, please correct the answers in boxes A-H above.

SECTION II. UNIT DRILL AND ANNUAL TRAINING ACTIVITIES

CARD 03

OFFICE USE
ONLY

18. What is your unit's current drill schedule? Do not include administrative meetings.

Circle One.

One weekend per month (MUTA 4).....01
 One weekend per month (MUTA 5).....02
 One night per week.....03
 Other schedule (Specify below).....66

10-11/

19. How many paid drills were authorized in your unit for FY 1979--that is the period from October 1, 1978 until September 30, 1979?

Circle One.

48 paid drills.....01
 24 paid drills.....02
 Other (Specify below).....66

12-13/

20. During FY 1979, how many of the authorized drills you marked in Q19 were scheduled to take place away from your regular drill location(s)? Include drills spent in field maneuvers.

--	--

DRILLS AWAY

14-15/

21. During FY 1979, how many ADDITIONAL training assemblies (ATA'S) were authorized for your unit? Record the number of enlisted and officer ATA's.

A. # ENLISTED ATA'S

--	--

16-17/

B. # OFFICER ATA'S

--	--

18-19/

CARD 03

22. In FY1979, how many days of Annual Training were authorized for your unit?

--	--

AUTHORIZED DAYS

23. In what month in FY 1979 did your unit start Annual Training?

--	--

MONTH IN 1979

24. In the month before your unit started Annual Training in 1979, how many enlisted personnel were ASSIGNED to your unit, including any detachments, platoons, or sections ?

--	--	--

ASSIGNED ENLISTEES MONTH
PRIOR TO 1979 ANNUAL TRAINING

OFFICE USE
ONLY

20-21/

22-23/

24-26/

25. Use the chart below to indicate the number of ASSIGNED ENLISTED PERSONNEL who attended 1979 Annual Training with your unit and those who did not attend. Please account for the total number of enlisted personnel who were ASSIGNED TO YOUR UNIT THE MONTH BEFORE ANNUAL TRAINING STARTED IN 1979--that is the number of personnel listed in Q24.

OFFICE USE
ONLY

ATTENDANCE OF ASSIGNED ENLISTED PERSONNEL AT 1979 ANNUAL TRAINING

NO. OF ENLISTED PERSONNEL

A. # who participated with <u>your unit</u> at 1979 Annual Training Activities	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	27-29/
B. # who attended 1979 Annual Training with <u>another unit</u>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	30-32/
C. # who had <u>Excused Absences</u> from 1979 Annual Training	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	33-35/
D. # who were <u>AWOL</u> or <u>Awaiting Discharge</u> and did <u>not</u> attend 1979 Annual Training	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	36-38/
E. # who did <u>not participate</u> in 1979 Annual Training for <u>any other</u> <u>reasons</u>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	39-41/
Please list reasons below:		
<hr/>		
<hr/>		
<hr/>		
F. TOTAL: Enter the total number of personnel listed in A-E above.	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> TOTAL	42-44/

PLEASE CHECK: Is the number you entered in F the TOTAL NUMBER OF ASSIGNED ENLISTED PERSONNEL listed in Q24? If not, please correct the answers in the boxes for A-F.

26. Where did your unit attend Annual Training in 1979?
Record the name of the military base and the state or country.

NAME OF BASE:

45-47/

STATE/COUNTRY:

CARD 03

27. Where did your unit attend Annual Training in 1978, 1977, and 1976? If your location for any of these years was the SAME as the 1979 location listed in Q26, please circle code 777. If your Annual Training location for any of these years was DIFFERENT from the 1979 location, please record the name and location of the place where training was held in that year.

OFFICE USE
ONLY

A. 1978 ANNUAL TRAINING LOCATION

Same as 1979 Annual Training Location....777

48-50/

-OR-

BASE: _____

STATE/COUNTRY: _____

B. 1977 ANNUAL TRAINING LOCATION

Same as 1979 Annual Training Location....777

51-53/

-OR-

BASE: _____

STATE/COUNTRY: _____

C. 1976 ANNUAL TRAINING LOCATION

Same as 1979 Annual Training Location....777

54-56/

-OR-

BASE: _____

STATE/COUNTRY: _____

SECTION III. UNIT DRILL LOCATION

This section of the questionnaire is about your unit drill location. If your unit is "split" into one or more detachments, platoons, or sections, answer Q28 thru Q38 about your MAIN UNIT HEADQUARTERS.

28. Where does your (main) unit regularly meet for drills?

Circle One.

In a Guard/Reserve Armory-Center, which is not
a part of a military base.....01
In a Facility on a Military Base.....02

OFFICE USE
ONLY

57-58/

28A. How long has your (main) unit been located at this place?

Circle One.

3 years or less.....01
4 years to 6 years.....02
7 years to 9 years.....03
10 years or more.....04

59-60/

IF YOUR (MAIN) UNIT IS LOCATED AT AN ARMORY-CENTER,
WHICH IS NOT PART OF A MILITARY BASE, ANSWER Q29-Q31.

IF YOUR (MAIN) UNIT IS LOCATED ON A MILITARY BASE,
GO TO Q32, NEXT PAGE.

29. In what year was your (main) Armory-Center built?

Circle One.

1970 or later.....01
1960-1969.....02
1950-1959.....03
1940-1949.....04
Before 1940.....05
Don't know.....88

61-62/

30. How would you describe the overall condition of your (main) Armory-Center?

Circle One.

Very Good.....01
Good.....02
Fair.....03
Poor.....04
Very Poor.....05

63-64/

CARD 03

31. In what type of place is your (main) Armory/Center located?

Circle One.

In a city or town.....01
 In a suburb of a city or town.....02
 In a rural area.....03
 In some other kind of place.....66

OFFICE USE
ONLY

65-66/

32. How far is your (main) unit drill location from the downtown area of the closest city?

Does not apply, My (main) unit is located
 in the downtown area of a city/town.....77

67-68/

OR

MILES TO CLOSEST CITY

--	--

or less than 1 mile...00

33. Is there a military exchange (e.g., PX) within 50 miles of your (main) unit drill location?

Circle One.

Yes.....01
 No.....00

69-70/

34. In the boxes below, please indicate HOW MANY OF EACH TYPE OF COLLEGE is located within 25 miles of your (main) drill location. Give your best estimate.

A. # Two-year colleges (Junior Colleges), or None.00
either public or private.....

B. # Four-year PUBLIC colleges or or None.00
universities.....

C. # Four-year PRIVATE colleges or or None.00
universities.....

35. About how many of the enlisted members in your (main) unit are currently attending a junior college, college, or university? Give your best estimate.

Circle One.

0 - 4.....01
5 - 9.....02
10 - 14.....03
15 - 19.....04
20 - 30.....05
More than 30.....06

OFFICE USE

ONLY

CARD 04

10-11/

12-13/

14-15/

16-17/

CARD 04

36. Questions A-D below are about the LARGEST junior college, college, or university which is located within 25 miles of your (main) drill location.

OFFICE USE
ONLY

- A. What is the name of the largest junior college, college or university which is within 25 miles of your (main) drill location?

NAME OF EDUCATIONAL INSTITUTION

18-20/

- B. How far is the educational institution that you listed in A from your (main) drill location?

Circle One.

Less than 6 miles away.....01
6-9 miles away.....02
10-19 miles away.....03
20-25 miles away.....04

21-22/

- C. Which of the following best describes this educational institution?

Circle One.

2 year public college (junior college)...01
2 year private college (junior college)..02
4 year public college or university.....03
4 year private college or university.....04

23-24/

- D. Approximately how many students attend this junior college, college, or university? Give your best estimate.

Circle One.

Less than 1,000.....01
1,000 - 2,499.....02
2,500 - 4,999.....03
5,000 or more.....04

25-26/

37. INCLUDING YOUR OWN UNIT, what is the total number of Guard and Reserve units which meet at your (main) drill location? Count all companies, batteries, detachments and similar sized units from all Guard/Reserve Components. (Refer to Question 7 for a list of unit types).

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ONLY

GUARD/RESERVE COMPONENT # GUARD/RESERVE UNITS
WHICH MEET AT YOUR (MAIN)
DRILL LOCATION

A. The Army National Guard has....	<input type="text"/>	or None....00	27-28/
B. The Army Reserve has.....	<input type="text"/>	or None....00	29-30/
C. The Air National Guard has.....	<input type="text"/>	or None....00	31-32/
D. The Air Reserves has.....	<input type="text"/>	or None....00	33-34/
E. The Navy Reserve has.....	<input type="text"/>	or None....00	35-36/
F. The Marine Corps Reserve has..	<input type="text"/>	or None....00	37-38/
G. TOTAL: Enter the total number of guard/reserve units listed in A-F above.....	<input type="text"/>		39-40/

PLEASE CHECK: Is the number you entered in G the TOTAL NUMBER OF GUARD AND RESERVE UNITS, INCLUDING YOUR OWN which meet at your (main) drill location? If not, please correct the answers in the boxes for A-G.

38. Not including those Guard/Reserve units which meet at your (main) drill location, which of the following services have Guard and/or Reserve units within 25 miles of your (main) drill location?

Mark One for Each Component.

	Yes	No	Don't Know	
A. Army National Guard.....01	00	88		41-42/
B. Army Reserve.....01	00	88		43-44/
C. Air National Guard.....01	00	88		45-46/
D. Air Reserve.....01	00	88		47-48/
E. Navy Reserve.....01	00	88		49-50/
F. Marine Corps Reserve.....01	00	88		51-52/

CARD 04

ANSWER THIS PAGE IF YOUR UNIT IS "SPLIT," I.E., HAS ONE OR MORE DETACHMENTS, PLATOONS, OR SECTIONS.

ALL OTHERS, GO TO SECTION IV. ON THE NEXT PAGE.

39. The last question in this section is about the drill location of the OTHER SECTION(S) of your unit--that is, the unit locations listed in Q4B through Q4E.

What is the TOTAL NUMBER of Guard and Reserve units which meet at the drill location(s) for the OTHER SECTION(S) of your unit? Count your unit section(s) and all other companies, batteries, detachments and similar sized Guard/Reserve units which meet at your other drill locations.

GUARD/RESERVE COMPONENT	# GUARD/RESERVE UNITS WHICH MEET AT YOUR OTHER DRILL LOCATIONS	OFFICE USE ONLY
A. The Army National Guard has....	<input type="text"/> <input type="text"/> or None....00	53-54/
B. The Army Reserve has.....	<input type="text"/> <input type="text"/> or None....00	55-56/
C. The Air National Guard has....	<input type="text"/> <input type="text"/> or None....00	57-58/
D. The Air Reserve has.....	<input type="text"/> <input type="text"/> or None....00	59-60/
E. The Navy Reserve has.....	<input type="text"/> <input type="text"/> or None....00	61-62/
F. The Marine Corps Reserve has...	<input type="text"/> <input type="text"/> or None....00	63-64/
G. TOTAL: Enter the total number of guard/reserve units listed in A-F above.....	<input type="text"/> <input type="text"/>	65-66/

PLEASE CHECK: Is the number you entered in G the TOTAL NUMBER OF GUARD AND RESERVE UNITS, INCLUDING YOUR UNIT SECTION(S) which meet at your other drill locations? If not, please correct the answers in the boxes for A-G.

SECTION IV. UNIT PERSONNEL

This section of the questionnaire is about unit members. If your unit is "split", answer these questions about the personnel who are assigned to all detachments, platoons or sections associated with your unit.

OFFICE USE
ONLY

40. How many unit officers are assigned to your unit?

OFFICERS

67-68/

41. How many unit technicians are assigned to your unit?

UNIT TECHNICIANS

69-70/

42. Is there a full time training NCO assigned to your unit?

Circle One.

YES..(Answer Q43).....01
NO...(Go to Q44).....00

71-72/

43. In what month and year was a full time training NCO first assigned to your unit?A. B. 19
MONTH YEAR

73-76/

44. FOR ARMY NATIONAL GUARD ONLY: How many full time recruiters work with your unit?

77-78/

44A. Altogether, how many Civilian Government Personnel (either Federal or State) are assigned to your unit? Include any unit technicians and NCOs who are Civilian Government Personnel.

CIVILIAN GOVERNMENT EMPLOYEES

79-80/

CARD 04

45. Listed below are some benefits which may be available to members of your unit. For each benefit,

- Under Column 1, indicate whether the benefit was available in your unit during the entire period of FY 1979--that is from October 1, 1978 until September 30, 1979.
- Under Column 2, record the maximum payment which was available to members of your unit during FY 1979.

OFFICE USE
ONLY

CARD 05

	(Column 1) Was Benefit Available In Unit For All of FY79?	(Column 2) Maximum Payment Available in FY79	
	<u>YES</u>	<u>NO</u>	
A. Federal Government Enlistment Bonus.....01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	10-15/
B. Federal Reenlistment Bonus..01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	16-21/
C. Federal Educational Incentive.....01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	22-27/
D. State Enlistment Bonus.....01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	28-33/
E. State Reenlistment Bonus....01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	34-39/
F. State Education Tuition Program.....01	00	\$ <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>	40-45/

CARD 05

46. QUESTIONS A AND B BELOW ARE FOR ARMY NATIONAL GUARD ONLY:

- A. Does your state exempt any portion of National Guard income from state income taxes?

OFFICE USE
ONLY

Circle One.

YES.....(Answer B)....01

46-47/

NO.....(Go to Q47)...00

- B. What is the maximum state income tax rate?

				%
--	--	--	--	---

48-49/

Don't Know.....88

47. The remaining questions in this section are about new enlistments, personnel transfers, separations and discharges in your unit during FY79 -- that is during the period from October 1, 1978 until September 30, 1979. Please refer to unit records, as necessary, in completing this section.

During the period from October 1, 1978 until September 30, 1979 (FY79), how many personnel transferred into your unit DIRECTLY FROM ANOTHER GUARD OR RESERVE UNIT?

--	--	--	--	--

50-52/

FY 79 TRANSFERS FROM GUARD/RESERVE UNITS

CARD 05

- 48A. Not including direct transfers from other Guard or Reserve units, how many NEW ENLISTED MEMBERS joined your unit from October 1, 1978 until September 30, 1979 (FY79)?

--	--	--	--

FY 79 NEW ENLISTED MEMBERS

OFFICE USE
ONLY

53-55/

ANSWER QUESTIONS B-D ABOUT THE NEW ENLISTED MEMBERS LISTED IN Q48A.

- B. How many of the NEW ENLISTED MEMBERS who joined your unit during FY79 would you estimate were originally contacted or referred to recruiters BY PERSONNEL IN YOUR UNIT?

--	--	--	--

NUMBER OF UNIT REFERRALS

56-58/

- C. How many of the NEW ENLISTED MEMBERS who joined your unit during FY79 had PRIOR MILITARY SERVICE, either Active or Guard/Reserve?

--	--	--	--

FY79 NEW MEMBERS WITH PRIOR ACTIVE
OR GUARD/RESERVE SERVICE

59-61/

- D. How many of the NEW ENLISTED MEMBERS who joined your unit during FY79 DID NOT have any prior military service, either Active or Guard/Reserve?

--	--	--	--

FY79 NEW MEMBERS WITHOUT PRIOR
ACTIVE OR GUARD/RESERVE SERVICE

62-64/

49. This question is about the CURRENT STATUS of those NEW ENLISTED MEMBERS who joined your unit in FY79 but did NOT have any prior Active or Guard/Reserve military service--that is the number of people listed in Q48D.

Use the chart below to indicate the number of these enlisted personnel in each category below. (If your answer for a category is "None," enter '000' in the boxes for that category.)

STATUS OF FY79 NEW NON PRIOR SERVICE PERSONNEL

STILL ASSIGNED TO YOUR UNIT

- A. # who are currently STILL ASSIGNED to your unit (Those still on the Unit Roster)

--	--	--	--

OFFICE USE
ONLY

CARD 06

10-12/

- B. # who are currently AWOL or awaiting discharge but are still on the Unit Roster

--	--	--	--

13-15/

NO LONGER ASSIGNED TO YOUR UNIT:

- C. # who transferred to another Guard/Reserve Unit

--	--	--	--

16-18/

- D. # who joined the Active Duty Military

--	--	--	--

19-21/

- E. # who were discharged for some other reason

--	--	--	--

22-24/

50. A. During the period from October 1, 1978 until September 30, 1979 (FY79), how many enlisted unit members had an Expiration Term of Service (ETS)?

--	--	--	--

25-27/

FY 79 ETS

- B. Of the enlisted unit members who had a FY 79 ETS, how many of these personnel actually reenlisted or extended?

--	--	--	--

28-30/

REENLISTMENTS/EXTENSIONS
FY 79

CARD 06

51. Not counting ETS separations, what is the TOTAL number of enlisted members who left the unit during FY79 BEFORE COMPLETING THEIR ENLISTMENT TERM?

--	--	--

PERSONNEL LOSSES PRIOR TO
COMPLETION OF ENLISTMENT TERM

52. This question is about the enlisted unit members who left the unit in FY79 before completing their enlistment term-- that is, the unit members listed in Q51. Indicate the number of personnel in each category below.

NO. OF PERSONNEL

- A. # who transferred to another Guard/
Reserve unit

--	--	--

34-36/

- B. # who joined the Active Duty Military

--	--	--

37-39/

- C. # who were discharged from the Guard/
Reserve for some other reason

--	--	--

40-42/

- D. TOTAL: ENTER THE TOTAL NUMBER OF
PERSONNEL LISTED IN A-C ABOVE.

--	--	--

43-45/

PLEASE CHECK: Is the number you entered in D the TOTAL number of personnel you listed in Q51? If not, please correct the answers in the boxes for A-D above.

53. How many of the enlisted personnel who are CURRENTLY ASSIGNED to your unit have had UNEXCUSED ABSENCES from ALL unit drills for the past three (3) months?

--	--	--

46-48/

PERSONNEL WITH UNEXCUSED
ABSENCES FOR PAST THREE MONTHS

PLEASE CHECK: Did you answer Questions 40-53 in this section about the personnel in your entire unit including those assigned to any detachments, platoons or sections.

IF NOT, please correct the answers for Questions 40-53.

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ONLY

SECTION V. AN ATTRITION CASE HISTORY

OFFICE USE
ONLYQuestions 54-60 are about the most recent case of a--

- First term enlisted member (E1-E4 only)
- Without prior military service, either Active or Guard/Reserve (NPS)

who left your unit before completing his (or her) first enlistment term. Think of the most recent case of a unit member who was discharged from your unit or joined the Active Duty Military or joined another Guard/Reserve Unit before completing his (her) first enlistment term. Answer Q54-Q60 about this person.

54. In what month and year did this person leave your unit before completing his (or her) FIRST ENLISTMENT?

A.

--	--

 B. 19

--	--

MONTH YEAR

49-52/

55. Why did this person leave your unit before completing his (or her) FIRST ENLISTMENT?

Circle One.

Individual was discharged from the unit before completing Basic or Advanced training.....01

53-54/

Individual voluntarily joined the Active Duty Military.....02

Individual was involuntarily ordered into the Active Duty Military.....03

Individual transferred to another Guard/Reserve unit.....04

Individual was discharged for some other reason (Specify below).....66

CARD 06

56. How would you rate the overall work performance and attendance of this person? Would you say he (or she) did:

Circle One

A very good job.....01
 A good job.....02
 A fair job.....03
 A poor job.....04
 A very poor job.....05
 Don't know, individual didn't
 have enough experience in
 unit to judge.....88

OFFICE USE
ONLY

55-56/

57. How long was this person in your unit?

A.
MONTH
 B. 19
YEAR

57-60/

58. What was the person's paygrade?

Circle One.

E1.....01
 E2.....02
 E3.....03
 E4.....04

61-62/

59. Was this person male or female?

Circle One.

Male.....01
 Female.....02

63-64/

60. What was the person's main racial or ethnic group?

Circle One.

Afro-American/Black/Negro.....01
 American Indian/Alaskan Native.....02
 Hispanic/Puerto Rican/Mexican
 Cuban/Latino/Chicano/Other Spanish.03
 Oriental/Asian/Chinese/Japanese
 Korean/Filipino/Pacific Islander...04
 White/Caucasian.....05
 Other.....66

65-66/

Specify: _____

SECTION VI. UNIT ACTIVITIES

CARD 07

61. A. Is your unit affiliated with an
- Active Army Unit
- ?

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Circle One.

YES.....(Answer B-C below)..01
NO.....(Go to Q62).....00

10-11/

- B. Where is this Active Army Unit located?

Record the name of the military base and state.

BASE: _____

12-14/

STATE: _____

- C. How far is your (main) unit drill location from this Active Army Unit?

--	--	--	--

15-18/

MILES

62. During the period from January 1977 until now, how many times did your unit attend training exercises with
- any active Army units
- ?

--	--

19-20/

TIMES TRAINED WITH
ACTIVE UNITSIF YOU DID NOT ATTEND TRAINING WITH ACTIVE ARMY UNITS,
(1977 TO NOW), GO TO Q64.

ALL OTHERS, ANSWER Q63.

63. During the period from January 1977 until now, where did your unit attend training exercises with Active Army Units? If you trained with more than one unit during this time, indicate the MOST RECENT LOCATION. Record the name of the military base and the state or country.

BASE: _____

21-23/

STATE/COUNTRY _____

CARD 

64. During the period from January 1977 until now, did your unit ever attend any training exercises at an overseas location?

Circle One

YES.....01
NO.....00

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24-25/

65. During the period from January 1977 until now, did your unit ever receive an ARTEP evaluation (Army Training Evaluation Program)?

Circle One

YES.....01
NO.....00

26-27/

66. At anytime during 1979, did your unit ever receive any special military awards, citations, or any other special recognition?

Circle One

YES...(Answer Q67 & Q68)..01
NO.....(GO TO Q69).....00

28-29/

67. How many different military awards, citations or other special recognition did your unit receive during 1979?

--	--

DIFFERENT AWARDS

30-31/

68. Use the section below to record a complete description of the kind of award(s) your unit received during 1979. If your unit received more than three awards, list the three most recent awards received.

(Please Print)

A. Award #1: DESCRIPTION

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ONLY

32-34/

B. Award #2: DESCRIPTION

35-37/

C. Award #3: DESCRIPTION

38-40/

CARD 07

69. What is today's date?

Month		Day		Year	

70. Who completed this questionnaire?

Circle All that Apply.

- A. Unit Commander.....01
 B. Unit Officer.....01
 C. Unit Technician.....01
 D. Unit Training NCO.....01
 E. Other Unit Member (Specify below)..01
-

71. Altogether how long did it take to complete this questionnaire? Give your best estimate.

--	--	--

NO. OF MINUTES

THANK YOU FOR COMPLETING THIS SURVEY. PLEASE SEAL THE QUESTIONNAIRE IN THE CONFIDENTIAL ENVELOPE PROVIDED, THEN RETURN IT TO YOUR UNIT SURVEY ADMINISTRATOR.

OFFICE USE
ONLY

41-46/

47-48/
 49-50/
 51-52/
 53-54/
 55-56/

57-59/

60-63/

--	--	--	--

Appendix C

LETTERS AND NOTICES

Manpower Files-pink

RA Reading

OASD(RA)-green

Yellow Holdback

RA Chron

Col Lilley/gdb/27 Sept 79/OASD(RA)/3C960/74334

28 SEP 1979

MEMORANDUM FOR Chief, National Guard Bureau

SUBJECT: RAND Survey

The purpose of this memorandum is to solicit the cooperation of the National Guard Bureau in the successful implementation of one of our major research undertakings of the year, the 1979 Reserve Studies Surveys. The Rand Corporation, under contract to Reserve Affairs, is conducting a study of Reserve manning issues. As part of this analysis, Rand has designed surveys to be administered to Reserve unit personnel. This survey data will be supplemented with data describing the surrounding civilian community. It is our belief that these combined data can be used to address a series of policy issues of critical importance both to Reserve Affairs and to the Army Reserve Components. In selecting units we have made sure that units with different levels of strength problems and widely different types of communities will be surveyed.

The Rand sample calls for collecting data on approximately 230 Army National Guard units. This will mean that approximately seven (7) percent of units in each state will be surveyed. Data collection is proposed for November-December 1979. In order to ensure that statistically valid data is collected, we would like to solicit your assistance as follows:

- o I would like to have the National Guard Bureau's cooperation in informing the Adjutants General in each of the States of the impending surveys, solicit their cooperation in implementation and ask them to provide a point-of-contact (POC) for the Rand Corporation. Rand will mail questionnaires and related survey material directly to sampled units to lessen the administrative burden on State Headquarters. A draft of a letter which might be used for this purpose is provided as Attachment 1. Since I would like to provide as much advance notification as possible to participating States and units, I would appreciate this letter being sent as an electronic message through National Guard Bureau channels.

- o I would like to solicit Adjutants General's cooperation in allowing units to set aside drill time in November-December for completing the surveys. Rand estimates this survey administration will take approximately one hour of drill time.
- o I would also like to propose that the National Guard Bureau name a liaison to receive replies from the States naming a point-of-contact.

The questionnaires to be used in the survey have been reviewed by personnel from the National Guard Bureau and pretested with a sample of over 100 National Guard and Reserve personnel. Each questionnaire carries a statement about the Protection of Privacy and the appropriate information required by Public Law 93-579.

For your information, a brief description of each of the questionnaires designed by Rand is given below:

- o Form 1: 1979 Reserve Personnel Survey - FOR ENLISTED GRADES E-1 to E-4, will collect data from all junior enlisted personnel. This questionnaire is designed to collect information on the first term enlistment decision-making process, attrition, reenlistment intentions as well as economic and labor force data.
- o Form 2: 1979 Reserve Personnel Survey - FOR ENLISTED GRADES E-5 to E-9, will be administered to all senior enlisted personnel, including technicians. This questionnaire collects reenlistment intentions, economic and labor force data as well as perceptions of unit environment.
- o Form-3: 1979 Reserve Commander Survey, will be given to Unit Commanders of the sampled units. The purpose of this survey is to collect information about characteristics of commanders and their opinions about both unit activities and environment.
- o Form 4: 1979 Reserve Unit Survey covers basic factual information about each sampled unit. This information can be provided by either the Unit Commander or another member, who is familiar with unit data, e.g., a unit technician.

Each questionnaire distributed to personnel in the units will contain a memorandum from my office encouraging respondent participation. For your information, Attachment 2 is a copy of that memorandum. Information copies of the final questionnaire will be provided at a later date. The major requests to each unit selected for this survey are summarized below:

- o One 1979 Reserve Commander Survey and one 1979 Reserve Unit Survey should be completed for each sampled unit.

- o 1979 Reserve Personnel Surveys are to be distributed and collected for all enlisted personnel assigned to the unit.
- o On a Roster which lists the assigned members of the unit the names of members who participated should be marked and a reason for those who did not.

Your cooperation and assistance with this effort will be invaluable. We believe that the 1979 Reserve Studies Surveys will help provide statistically valid data about the reasons and causes of manning problems in the Reserve Components. We will of course keep you fully informed of results of this effort.

(SIGNED)

Harold W. Chase
Deputy Assistant Secretary
(Reserve Affairs)

Attachments

PROPOSED LETTER FROM LTG WEBER TO ADJUTANTS GENERAL OF (ALL STATES)

SUBJECT: 1979 Reserve Studies Surveys

The Adjutants General of: (All States)

1. This letter solicits your cooperation in the successful implementation of the 1979 Reserve Studies Surveys in the United States Army National Guard.
2. The 1979 Reserve Studies is sponsored by the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs) (ODASD(RA)) and strongly supported by the National Guard Bureau. The purpose of the Study is to analyze Reserve manning issues. As part of this Study, data is being collected from Reserve units and from the surrounding civilian community. The results of these studies can be important in the formulation and review of Reserve personnel policies.
3. The Army National Guard sample for these surveys is about 230 units throughout the country. Approximately seven (7) percent of company-size units in each state will be sampled. Data collection is proposed for regular drill assemblies during November and December 1979.
4. The RAND Corporation, a non-profit research organization, under contract to ODASD(RA) has the primary responsibility for the design of the surveys, coordination of the data collection and analysis

of the results. The results of the surveys will be available to both the National Guard Bureau and participating states.

5. Below is a brief description of the four questionnaires developed for the 1979 Reserve Studies Surveys:

Form 1: 1979 Reserve Personnel Survey - FOR ENLISTED GRADES E-1 TO E-4 will collect data from all junior enlisted personnel.

Form 2: 1979 Reserve Personnel Survey - FOR ENLISTED GRADES E-5 to E-9 will be administered to all senior enlisted personnel, including technicians, in the sample.

Form 3: 1979 Reserve Commander Survey, will be given to Unit Commanders of the sampled units. (One form/unit)

Form 4: 1979 Reserve Unit Survey covers basic factual information about each sampled unit. (One form/unit)

6. In order to lessen the administrative burden on participating states, RAND has proposed mailing questionnaires, related survey materials, and detailed instructions directly to each sampled unit.

7. At this time, I would like to solicit your cooperation in this effort as follows:

- (a) Please provide a point-of-contact (POC) and commercial telephone number in your state (calling) to the NGB action officer:

Mrs. Barbara Taylor

NGB-PO

AUTOVON 222 6026 (4) - 1111

AD-A110 093

RAND CORP SANTA MONICA CA

1979 RESERVE FORCE STUDIES SURVEYS; SURVEY DESIGN, SAMPLE DESIGN--ETC(U)

F/G 5/9

AUG 81 Z D DOERING, D W GRISSMER, J A HAWES

UNCLASSIFIED

RAND/N-1749-MRAL

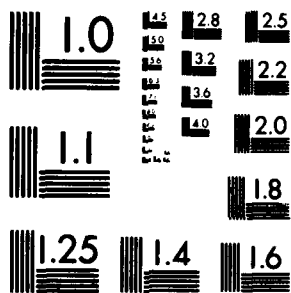
NI

3-3

3-3



END
DATE
FILMED
2 82
DTIC



MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A₁

(b) The RAND Corporation will transmit to your state POC the names and UICs of units selected to participate in the surveys. Upon receipt, we would appreciate your informing the unit commander of each sampled unit of the forthcoming survey. RAND will also send you a draft letter which might be used in notifying each unit commander.

8. The major requests to each unit selected for the survey are summarized below:

- (a) Acknowledge receipt of the questionnaires and identify a unit POC by returning a pre-printed postcard.
- (b) Complete one 1979 Reserve Commander Survey and one 1979 Reserve Unit Survey.
- (c) Distribute and collect questionnaires from all enlisted personnel assigned to the unit. Survey administration takes about one hour and is best scheduled during a regular drill assembly.
- (d) Account for survey participation on a Roster which lists the assigned members of the unit.
- (e) Return all of the survey materials using mailing boxes and labels provided for that purpose.

9. An information copy of each of the questionnaires, procedures, and a letter to respondents from Mr. Harold W. Chase, Deputy Assistant Secretary of Defense (Reserve Affairs) encouraging participation will be sent to you by the RAND Corporation.

10. Your cooperation and assistance with this effort will be invaluable.
- Your participation in the 1979 Reserve Studies Surveys will help provide the data which will prove the validity of some of our statements about the reasons and causes of manning issues in the ARNG.

MRA&L = pink
 Manpower file-green
 Manpower chron-yellow
 Manpower comeback cy-white
 RA Chron-white
 RA Read-white
 COL Lilley/cb/3C960/74334/27Sep79

MEMORANDUM FOR 1979 RESERVE SURVEY PARTICIPANTS

SUBJECT: 1979 Reserve Personnel Survey

The Department of Defense, with the cooperation of the Army National Guard and United States Army Reserve, is sponsoring a large-scale survey of reservists. You, along with all the other members of your unit, have been selected to participate in this survey. Before you complete the 1979 Reserve Personnel Survey questionnaire, I would like to emphasize its importance.

The purpose of this survey is to collect facts and opinions from reserve personnel as part of our continuous review of reserve personnel policies. Information is being collected from about 30,000 enlisted personnel who are members of 450 Army National Guard and United States Army Reserve units. Your unit had been randomly selected as part of this sample. The survey is being coordinated by service personnel at your unit drill location.

The success of this survey depends on obtaining the full cooperation of those who have been selected to participate. The survey provides you with the opportunity to express many of your ideas and opinions as well as to provide important information about your military and civilian experiences. Facts and opinions which you provide will be combined with information from other reserve personnel and used to evaluate and improve both existing and proposed reserve personnel policies. Additional instructions for the survey are on the cover of the questionnaire.

Your cooperation in completing the 1979 Reserve Personnel Survey questionnaire will be appreciated. Thank you for your assistance.

Harold W. Chase
 Deputy Assistant Secretary
 (Reserve Affairs)

01 04

RR RR

UUUU

021247Z OCT 79

NO

NGB WASH DC/NGB-ZA/

AIG 7300

TAG VIRGIN ISLANDS ST CROIX VI

UNCLAS

SUBJECT: 1979 RESERVE FORCE STUDIES/SURVEYS.

LT GEN WEBER SENDS.

1. THIS MESSAGE SOLICITS YOUR COOPERATION IN THE SUCCESSFUL IMPLEMENTATION OF THE 1979 RESERVE FORCE STUDIES/SURVEYS IN THE UNITED STATES ARMY NATIONAL GUARD.

2. THE 1979 RESERVE FORCE STUDIES IS SPONSORED BY THE OFFICE OF THE DEPUTY ASSISTANT SECRETARY OF DEFENSE (RESERVE AFFAIRS){ODASD(RA)} AND STRONGLY SUPPORTED BY THE NATIONAL GUARD BUREAU. THE PURPOSE OF THE STUDY IS TO ANALYZE RESERVE FORCE MANNING ISSUES. AS PART OF THIS STUDY, DATA IS BEING COLLECTED FROM GUARD AND RESERVE UNITS AND FROM THE SURROUNDING CIVILIAN COMMUNITY. THE RESULTS OF THESE STUDIES CAN BE IMPORTANT IN THE FORMULATION AND REVIEW OF RESERVE PERSONNEL POLICIES.

3. THE ARMY NATIONAL GUARD SAMPLE FOR THESE SURVEYS IS ABOUT 230 UNITS THROUGHOUT THE COUNTRY. APPROXIMATELY SEVEN (7) PERCENT OF

NGB-P0 {1}

MRS. BARDARA TAYLOR, MGMT ANALYST,

NGB-89P0, 56798JC, 2 OCT 79

LTG L.E.WEBER, CNGB, 72430

UNCLASSIFIED

021247Z OCT 79

02 04

UUUU

021247Z OCT 79

COMPANY-SIZE UNITS IN EACH STATE WILL BE SAMPLED. DATA COLLECTION IS PROPOSED FOR REGULAR DRILL ASSEMBLIES DURING NOVEMBER AND DECEMBER 1979.

4. THE RAND CORPORATION, A NON-PROFIT RESEARCH ORGANIZATION, UNDER CONTRACT TO ODASD(CRA) HAS THE PRIMARY RESPONSIBILITY FOR THE DESIGN OF THE SURVEYS, COORDINATION OF THE DATA COLLECTION AND ANALYSIS OF THE RESULTS. THE RESULTS OF THE SURVEYS WILL BE AVAILABLE TO BOTH THE NATIONAL GUARD BUREAU AND PARTICIPATING STATES.

5. BELOW IS A BRIEF DESCRIPTION OF THE FOUR QUESTIONNAIRES DEVELOPED FOR THE 1979 RESERVE FORCE STUDIES/SURVEYS:

FORM 1: 1979 RESERVE FORCE PERSONNEL SURVEY - FOR ENLISTED GRADES. E-1 TO E-4 WILL COLLECT DATA FROM ALL JUNIOR ENLISTED PERSONNEL.

FORM 2: 1979 RESERVE FORCE PERSONNEL SURVEY - FOR ENLISTED GRADES E-5 TO E-9 WILL BE ADMINISTERED TO ALL SENIOR ENLISTED PERSONNEL, INCLUDING TECHNICIANS, IN THE SAMPLE.

FORM 3: 1979 RESERVE FORCE COMMANDER SURVEY WILL BE GIVEN TO UNIT COMMANDERS OF THE SAMPLED UNITS. (ONE FORM/UNIT)

FORM 4: 1979 RESERVE FORCE UNIT SURVEY COVERS BASIC FACTUAL

MRS. B. TAYLOR, MGMT ANALYST,
NGD-P0, 56978, JC, 2 OCT 79

UNCLASSIFIED 021247Z OCT 79

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021247Z OCT 79

INFORMATION ABOUT EACH SAMPLED UNIT. {ONE FORM/UNIT}

6. IN ORDER TO LESSEN THE ADMINISTRATIVE BURDEN ON PARTICIPATING STATES, RAND HAS PROPOSED MAILING QUESTIONNAIRES, RELATED SURVEY MATERIALS, AND DETAILED INSTRUCTIONS DIRECTLY TO EACH SAMPLED UNIT.

7. AT THIS TIME, I WOULD LIKE TO SOLICIT YOUR COOPERATION IN THIS EFFORT AS FOLLOWS:

A. PLEASE PROVIDE A POINT-OF-CONTACT {POC} AND COMMERCIAL TELEPHONE NUMBER IN YOUR STATE {CALLING} TO THE NGB ACTION OFFICER:

MRS. BARBARA TAYLOR, NGB-PO, AUTOVON: 225-6998, NLT 18 OCT 79.

B. THE RAND CORPORATION WILL TRANSMIT TO YOUR STATE POC THE NAMES AND UIC'S OF UNITS SELECTED TO PARTICIPATE IN THE SURVEYS. UPON RECEIPT, WE WOULD APPRECIATE YOUR INFORMING THE UNIT COMMANDER OF EACH SAMPLED UNIT OF THE FORTHCOMING SURVEY. RAND WILL ALSO SEND YOU A DRAFT LETTER WHICH MIGHT BE USED IN NOTIFYING EACH UNIT COMMANDER.

8. THE MAJOR REQUESTS TO EACH UNIT SELECTED FOR THE SURVEY ARE SUMMARIZED BELOW:

A. ACKNOWLEDGE RECEIPT OF THE QUESTIONNAIRES AND IDENTIFY A UNIT POC BY RETURNING A PRE-PRINTED POSTCARD.

MRS. B. TAYLOR, NGMT ANALYST,

VGB-PO, 56998, JC, 2 OCT 79

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B. COMPLETE ONE 1979 RESERVE FORCE COMMANDER SURVEY AND ONE 1979 RESERVE FORCE UNIT SURVEY.

C. DISTRIBUTE AND COLLECT QUESTIONNAIRES FROM ALL ENLISTED PERSONNEL ASSIGNED TO THE UNIT. SURVEY ADMINISTRATION TAKES ABOUT ONE HOUR AND IS BEST SCHEDULED DURING A REGULAR DRILL ASSEMBLY.

D. ACCOUNT FOR SURVEY PARTICIPATION ON A ROSTER WHICH LISTS THE ASSIGNED MEMBERS OF THE UNIT.

E. RETURN ALL OF THE SURVEY MATERIALS USING MAILING BOXES AND LABELS PROVIDED FOR THAT PURPOSE.

9. AN INFORMATION COPY OF EACH OF THE QUESTIONNAIRES, PROCEDURES, AND A LETTER TO RESPONDENTS FROM MR. HAROLD W. CHASE, DEPUTY ASSISTANT SECRETARY OF DEFENSE (RESERVE AFFAIRS) ENCOURAGING PARTICIPATION WILL BE SENT TO YOU BY THE RAND CORPORATION.

10. YOUR COOPERATION AND ASSISTANCE WITH THIS EFFORT WILL BE INVALUABLE. YOUR PARTICIPATION IN THE 1979 RESERVE FORCE STUDIES/ SURVEYS WILL HELP PROVIDE THE DATA WHICH WILL PROVE THE VALIDITY OF SOME OF OUR STATEMENTS ABOUT THE REASONS AND CAUSES OF MANNING ISSUES IN THE ARNG.

MRS. D. TAYLOR, MGMT ANALYST,
NGB-P0, 56998, JC, 2 OCT 79

UNCLASSIFIED

021247Z OCT 79



2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE: (202) 296-5000

October 15, 1979

Subject: 1979 Reserve Force Studies Surveys

To: Adjutant General of

1. Reference:

(a) Message, NGB WASH DC/NGB-ZA/, LT GEN La Vern E. Weber to
TO ALL AGs AND VIRGIN ISLANDS, dated 2 October 1979.

2. Thank you for your cooperation and assistance in planning for the
1979 Reserve Force Studies Surveys.

3. Inclosed with this letter are the following materials to assist
you in implementing this survey:

Inclosure 1. A list of units in your state scientifically
selected for survey participation. We appreciate
your willingness to inform the Unit Commanders of
these units of the planned data collection.

Inclosure 2. A draft of a letter which might be used by your
office in informing Unit Commanders of the survey.

Inclosure 3. A letter which Rand proposes sending to each unit
listed on Inclosure 1, requesting a unit point of
contact (POC), informing Unit Commanders of
materials which will be sent to them directly in
November, and requesting verification of questionnaire
quantities.

4. Technical coordination for the survey is the responsibility of the
Rand-DoD Survey Group. Questions should be referred to the Survey
Coordinator, Ms. Jennifer Hawes (Commercial: 202-296-5000,
Extension 308).

Sincerely,

A handwritten signature in dark ink, appearing to read "David W. Crissmer".

Dr. David W. Crissmer

Inclosure 2

PROPOSED LETTER FROM STATE AG'S TO
UNIT COMMANDERS OF SAMPLED UNITS

State Stationery

xx October 1979

Subject: 1979 Reserve Force Studies Surveys

To: The Unit Commander of (Selected UIC)

1. This letter requests your cooperation in the successful implementation of the 1979 Reserve Force Studies Surveys in the United States Army National Guard.
2. The 1979 Reserve Force Studies Surveys is an effort sponsored by the Office of the Deputy Assistant Secretary of Defense--Reserve Affairs (ODASD-RA) and strongly supported by the National Guard Bureau. The results of these studies can be critical in the formulation and review of reserve force personnel policies.
3. Your unit is one of about 230 Army National Guard sample units throughout the country. Approximately seven (7) percent of company-size units in each State have been sampled. Data collection is planned for regular drill assemblies during November and December 1979.
4. The Rand Corporation, a non-profit research organization, under contract to ODASD-RA has the primary responsibility for the design of the surveys, coordination of the data collection and analysis of the results. The results of the surveys will be available to both this State and the National Guard Bureau.
4. Below is a brief description of the four questionnaires developed for 1979 Reserve Force Studies Surveys:
 - o Form 1: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E1-E4, will collect data from all junior enlisted personnel. This questionnaire is designed to collect information on the first term enlistment decisionmaking process, attrition, reenlistment intentions as well as economic and labor force data.
 - o Form 2: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E5-E9, will be administered to all senior enlisted personnel, including unit technicians. This questionnaire collects reenlistment intentions, economic and labor force data as well as perceptions of unit environment.
 - o Form 3: 1979 Reserve Force Commander Survey, will be given to Unit Commanders of the sampled units. The purpose of this survey is to collect information about characteristics of commanders and their opinions about both unit activities and environment.
 - o Form 4: 1979 Reserve Force Unit Survey, covers basic factual information about each sampled unit. This information can be provided by either the Unit Commander or another unit member, who is familiar with unit data, e.g., a unit technician.

Inclosure 2 (Continued)
Page 2

6. In order to ensure your timely participation in this important effort, questionnaires, related survey materials, and detailed instructions will be mailed directly to you.
7. At this time, I would like to request your cooperation in this effort by planning to administer these surveys at the drill assembly immediately following receipt of the materials in November. Further detailed instructions will be sent to you by The Rand Corporation. Should you have any questions about the survey, please contact the Survey Coordinator at The Rand Corporation, Ms. Jennifer Hawes (Commercial: 202-296-5000, Extension 308).
8. The major requests to each unit selected for the survey are summarized below:
 - a. Acknowledge receipt of the questionnaires by returning a preprinted postcard.
 - b. Complete one 1979 Reserve Force Commander Survey and one 1979 Reserve Force Unit Survey.
 - c. Distribute and collect 1979 Reserve Force Personnel questionnaires from all enlisted personnel assigned to your unit. Survey administration takes about one hour and should be scheduled during a regular drill assembly. Please schedule survey sessions so that all assigned unit members can participate.
 - d. Rand will send a Roster which lists the assigned enlisted members of your unit. On the Roster, mark the names of unit members who participated and reason for those who did not (for example, "no longer a member of the unit," "at initial active duty training," etc.).
 - e. Return all of the survey materials using mailing boxes and labels provided for that purpose.
9. Your cooperation and assistance with this effort will be invaluable. Your participation in the 1979 Reserve Force Studies Surveys will help provide the data which will prove the validity of some of our statements about the reasons and causes of manning issues in the ARNG.

Signature

State Adjutant General



Inclosure 3

2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE (202) 296-5000

PROPOSED RAND LETTER TO UNIT COMMANDERS OF SAMPLED UNITS

Subject: 1979 Reserve Force Studies Surveys xx October 1979

To: Unit Commander of (Selected Unit)

1. Reference:

- a. Message, NGB WASH DC/NGB-ZA/, LT GEN La Vern E. Weber to ALL AGs AND VIRGIN ISLANDS, dated 2 October 1979.
- b. Letter, The Rand Corporation, Washington, D.C., Dr. David W. Grissmer to Adjutant General of ALL STATES, dated 15 October 1979.

2. Thank you for your cooperation and assistance in planning for the 1979 Reserve Force Studies Surveys.3. As previously notified by the Adjutant General of your State National Guard, your unit has been selected to participate in the 1979 Reserve Force Studies Surveys. The surveys are scheduled for administration at your unit drill assembly immediately following receipt of the survey materials in November. All of the materials required for the survey will be mailed directly to your unit.

4. In order to simplify the distribution of survey materials, please fill out Form 1 as explained below:

- a. Please designate a member of your staff to serve as a unit point of contact and to oversee the survey administration. Enter the name and commercial telephone number of this person on Form 1, as well as the best time to contact him (or her).
- b. The number of questionnaires which will be sent to your unit is also listed on Form 1. If the planned shipment is not correct, enter the correct number of questionnaires you will need.
- c. Record the schedule for your unit drill assemblies in November and December 1979.

5. Form 1 should be completed and returned to The Rand Corporation in the envelope provided as soon as possible.

6. Technical coordination for the survey is the responsibility of the Rand-DoD Survey Group. Questions should be referred to the Survey Coordinator, Ms. Jennifer Hawes (Commercial: 202-296-5000, Extension 308).

Sincerely,

Dr. David W. Grissmer

Inclosure - Form 1



1979 RESERVE FORCE STUDIES SURVEYS

2100 M STREET, N.W., WASHINGTON, D.C. 20037 PHONE (202) 296-5000

FORM 1

TO: The Rand Corporation
2100 M Street, N.W.
Washington, D.C. 20037
Attn: Ms. Jennifer A. Hawes

Date: _____

FROM: Commander: _____
Name of Unit: _____
UIC: _____
Address: _____

City State Zipcode

A. Unit Point of Contact for the 1979 Reserve Force Studies Surveys:

Name: _____ Commercial Telephone #: _____

Best times to Contact: (Mark All That Apply)

DAYS OF WEEK	TIME OF DAY
() Sunday	() AM () PM
() Monday	() AM () PM
() Tuesday	() AM () PM
() Wednesday	() AM () PM
() Thursday	() AM () PM
() Friday	() AM () PM
() Saturday	() AM () PM

B. Questionnaires to be Shipped:

	<u>Planned</u>	<u>Needed</u>
1979 Reserve Force Personnel Survey FOR GRADES		
E-1 TO E-4	_____	_____
1979 Reserve Force Personnel Survey FOR GRADES		
E-5 TO E-9	_____	_____
1979 Reserve Force Commander Survey FOR UNIT		
COMMANDER	<u>1</u>	<u>1</u>
1979 Reserve Force Unit Survey FOR UNIT COMMANDER ..	<u>1</u>	<u>1</u>

C. Schedule for Unit Drill Assemblies:

November: _____ Days December: _____ Days January: _____ Days

PLEASE RETURN FORM 1 IN THE ENVELOPE PROVIDED

9 OCT 1979

MEMORANDUM FOR The Chief, Army Reserve

SUBJECT: 1979 Reserve Force Studies Survey

The purpose of this memorandum is to solicit the cooperation of the U.S. Army Reserve in the successful implementation of one of our major research undertakings of the year, the 1979 Reserve Force Studies Surveys. The Rand Corporation, under contract to Reserve Affairs is conducting a study of Reserve Force manning issues. As part of this analysis, Rand has designed surveys to be administered to Reserve Force unit personnel. These survey data will be supplemented with data describing the surrounding civilian community. It is our belief that these combined data can be used to address a series of policy issues of critical importance both to Reserve Affairs and to the Army Reserve Force Components. In selecting units, Rand has made sure that units with different levels of strength problems and located in widely different types of communities will be surveyed.

The Rand sample calls for collecting data on approximately 225 Army Reserve units. This will mean that approximately seven (7) percent of units will be surveyed. Data collection is proposed for November-December 1979. In order to ensure that statistically valid data is collected, I would like to solicit your assistance as follows:

I would like to have the cooperation of your office in informing FORSCOM of the impending surveys, solicit their cooperation in implementation and ask them to provide a point-of-contact (POC) for the survey. Please note that Rand will mail questionnaires and related survey materials directly to sampled units which will considerably lessen the administrative burden on the Reserve chain of command. A draft of a letter which might be used for informing FORSCOM is provided as Attachment 1. Since I would like to provide as much advance notification as possible to participating units, I would appreciate this letter being sent as soon as possible.

HEAGL/RA Chron/Read/File/Comback/Booldback/OOL LILLEY/lpm/3C960/X74334/
9Oct79

- I would like to solicit FORSCOM's cooperation in allowing units to set aside drill time in November-December for completing the surveys. Rand estimates this survey administration will take approximately one hour of drill time.
- I would also like to request that your office notify me of the name of the liaison designated by FORSCOM for this survey.

The questionnaires to be used in the survey have been reviewed by personnel from the U.S. Army Reserve and protested with a sample of over 100 National Guard and Reserve personnel. Each questionnaire carries a statement about the Protection of Privacy and the appropriate information required by Public Law 93-579.

For your information, a brief description of each of the questionnaires designed by Rand is given below:

- Form 1: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E-1 to E-4, will collect data from all junior enlisted personnel. This questionnaire is designed to collect information on the first term enlistment decisionmaking process, attrition, reenlistment intentions as well as economic and labor force data.
- Form 2: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E-5 to E-9, will be administered to all senior enlisted personnel, including technicians. This questionnaire collects reenlistment intentions, economic and labor force data as well as perceptions of unit environment.
- Form 3: 1979 Reserve Force Commander Survey, will be given to Unit Commanders of the sampled units. The purpose of this survey is to collect information about characteristics of commanders and their opinions about both unit activities and environment.
- Form 4: 1979 Reserve Force Unit Survey covers basic factual information about each sampled unit. This information can be provided by either the Unit Commander or another member, who is familiar with unit data, e.g., a unit technician.

Each questionnaire distributed to personnel in the units will contain a letter from my office encouraging respondent participation. For your information, Attachment 2 is a copy of that letter. Information copies of the final questionnaires will be provided at a later date. The major requests to each unit selected for this survey are summarized below:

- One 1979 Reserve Force Commander Survey and one 1979 Reserve Force Unit Survey should be completed for each sampled unit.

- 1979 Reserve Force Personnel Surveys are to be distributed and collected for all enlisted personnel assigned to the unit.
- On a Roster which lists the assigned members of the unit the names of members who participated should be marked and a reason for those who did not.

Your cooperation and assistance with this effort will be invaluable. I believe that the 1979 Reserve Force Studies Surveys will help provide statistically valid data about the reasons and causes of manning problems in the Reserve Force Components. I will of course keep you fully informed of the results of this effort.

(SIGNED) *JRB*

for

Harold W. Chase
Deputy Assistant Secretary
(Reserve Affairs)

copy to Mr Clark

PROPOSED MEMO FROM MAJ GEN WILLIAM BERGMAN TO COMMANDER, FORSCOM

SUBJECT: 1979 Reserve Force Studies Surveys

1. This letter solicits your cooperation in the successful implementation of the 1979 Reserve Force Studies Surveys in the United States Army Reserve.

2. The 1979 Reserve Force Studies Surveys is sponsored by the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs (ODASD(RA))) and strongly supported by the U.S. Army Reserve. The purpose of the study is to analyze Reserve Force manning issues. As part of this study, data is being collected from Guard and Reserve units and from the surrounding civilian community. The results of these studies can be important in the formulation and review of Reserve Force personnel policies.

3. The U.S. Army Reserve sample for these surveys is about 225 units throughout the country. Approximately seven (7) percent of company-size units in each State will be sampled. Data collection is proposed for regular drill assemblies during November and December 1979.

4. The Rand Corporation, a non-profit research organization, under contract to ODASD(RA) has the primary responsibility for the design of the surveys, coordination of the data collection and analysis of the results. The results of the surveys will be available to the U.S. Army Reserve.

5. Below is a brief description of the four questionnaires developed for the 1979 Reserve Force Studies Surveys:

Form 1: 1979 Reserve Force Personnel Survey -- For ENLISTED GRADES E-1 - E-4, will collect data from all junior enlisted personnel.

Form 2: 1979 Reserve Force Personnel Survey -- For ENLISTED GRADES E-5 - E-9, will be administered to all senior enlisted personnel, including technicians, in the sample.

Attachment 1

Form 3: 1979 Reserve Force Commander Survey, will be given to Unit Commanders of the sampled units. (One form/unit)

Form 4: 1979 Reserve Force Unit Survey covers basic factual information about each sampled unit. (one form/unit)

6. In order to lessen the administration burden on the U.S. Army Reserve, Rand will mail questionnaires, related survey materials, and detailed instructions directly to each sampled unit.

7. At this time, I would like to solicit your cooperation in this effort as follows:

- (a) Please provide a point-of-contact (POC) and commercial telephone number by calling:

NAME: Lieutenant Colonel Gene Venzke
OFFICE: DAPE-MBM
AUTOVON: 225-2405 or 225-9251

We would appreciate the POC no later than October 1979.

- (b) A list of USAR units scientifically selected for survey participation have been provided previously. We would appreciate your informing the Unit Commander of each sampled unit of the forthcoming survey. A draft of a letter which might be used in notifying each Unit Commander of the survey is contained in Inclosure 1.

8. For your information, Inclosure 2 contains a letter which the Rand Corporation proposes sending to each survey unit, requesting a unit POC, informing Unit Commanders of materials which will be sent to them directly in November and requesting verification of questionnaire quantities.

9. The major requests to each unit selected for the survey are summarized below:

- (a) Acknowledge receipt of the questionnaires by returning a preprinted postcard.
- (b) Complete one 1979 Reserve Force Commander Survey and one 1979 Reserve Force Unit Survey.
- (c) Distribute and collect questionnaires from all enlisted personnel assigned to the unit. Survey administration takes about one hour and is best scheduled during a regular drill assembly.
- (d) Account for survey participation on a Roster which lists the assigned members of the unit.
- (e) Return all of the survey materials using mailing boxes and labels provided for that purpose.

10. An information copy of each of the questionnaires, procedures, and a letter to respondents from Mr. Harold W. Chase, Deputy Assistant Secretary of Defense (Reserve Affairs) encouraging survey participation will be sent to you by the Rand Corporation.

11. Technical coordination for the survey is the responsibility of the Rand - DoD Survey Group. Questions should be referred to the Survey Coordinator, Ms. Jennifer Hawes (Commercial: 202-296-5000, Ext. 308).

12. Your cooperation and assistance with this effort will be invaluable. Your participation in the 1979 Reserve Force Studies Surveys will help provide the data which will prove the validity of some of our statements about the reasons and causes of manning problems in the USAR.

PROPOSED LETTER FROM FORSCOM TO
UNIT COMMANDERS OF SAMPLED UNITS

SUBJECT: 1979 Reserve Force Studies Surveys

The Unit Commander of (Selected UIC)

1. This letter requests your cooperation in the successful implementation of the 1979 Reserve Force Studies Surveys in the United States Army Reserve.
2. The 1979 Reserve Force Studies is sponsored by the Office of the Deputy Assistant Secretary of Defense (Reserve Affairs (ODASD(RA))) and strongly supported by the U.S. Army Reserve. The Results of these studies can be critical in the formulation and review of reserve force personnel policies.
3. Your unit is one of about 225 Army Reserve sample units throughout the country. Approximately seven (7) percent of company-size units in each State have been sampled. Data collection is planned for regular drill assemblies during November and December 1979.
4. The Rand Corporation, a non-profit research organization, under contract to ODASD(RA), has the primary responsibility for the design of the surveys, coordination of the data collection and analysis of the results. The results of the surveys will be available to the U.S. Army Reserve.
5. Below is a brief description of the four questionnaires developed for the 1979 Reserve Force Studies Surveys:
 - Form 1: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E-1 - E-4, will collect data from all junior enlisted personnel. This questionnaire is designed to collect information on the first term enlistment decisionmaking process, attrition, reenlistment intentions as well as economic and labor force data.
 - Form 2: 1979 Reserve Force Personnel Survey - FOR ENLISTED GRADES E-5 - E-9, will be administered to all senior enlisted personnel, including technicians. This questionnaire collects reenlistment intentions, economic and labor force data as well as perceptions of unit environment.
 - Form 3: 1979 Reserve Force Commander Survey, will be given to Unit Commanders of the sampled units. The purpose of this survey is to collect information about characteristics of commanders and their opinions about both unit activities and environment.

Inclosure 1

- Form 4: 1979 Reserve Force Unit Survey covers basic factual information about each sampled unit. This information can be provided by either the Unit Commander or another unit member, who is familiar with unit data, e.g., a unit technician.

6. In order to ensure your timely participation in this important effort, questionnaires, related survey materials and detailed instructions will be mailed directly to you.

7. At this time, I would like to request your cooperation in this effort by planning to administer these surveys at the drill assembly immediately following receipt of the materials in November. Further detailed instructions will be sent to you by the Rand Corporation. Should you have any questions about the survey, please contact the Survey Coordinator at the Rand Corporation, Ms. Jennifer Hawes (Commercial: 202-296-5000, ext. 308).

9. The major requests to each unit selected for the survey are summarized below:

- (a) Acknowledge receipt of the questionnaires by returning a pre-printed postcard.
- (b) Complete one 1979 Reserve Force Commander Survey and one 1979 Reserve Force Unit Survey.
- (c) Distribute and collect questionnaires from all enlisted personnel assigned to the unit. Survey administration takes about one hour and should be scheduled during a regular drill assembly. Please schedule survey sessions so that all assigned unit members can participate.
- (d) Rand will send a Roster which lists the assigned members of the unit. On the Roster, mark the names of members who participated and a reason for those who did not (for example, "no longer a member of the unit," "at initial active duty training," etc.)
- (e) Return all of the survey materials using mailing boxes and labels provided for that purpose.

9. Your cooperation and assistance with this effort will be invaluable. Your participation in the 1979 Reserve Force Studies Surveys will help provide the data which will provide the validity of some of our statements about the reasons and causes of manning issues in the USAR.

PROPOSED RAND LETTER TO UNIT COMMANDERS OF SAMPLED UNITS

1. Thank you for your cooperation and assistance in planning for the 1979 Reserve Force Studies Surveys.
2. As previously notified by FORSCOM, your unit has been selected to participate in the 1979 Reserve Force Studies Surveys. The surveys are scheduled for administration at your unit drill assembly immediately following receipt of the survey materials in November. All of the materials required for the survey will be mailed directly to your unit.
3. In order to simplify the distribution of survey materials, please fill out Form 1 as explained below:
 - a. Please designate a member of your staff to serve as a unit point of contact and to oversee the survey administration. Enter the name and commercial telephone number of this person on Form 1, as well as the best time to contact him (or her).
 - b. The number of questionnaires which will be sent to your unit is also listed on Form 1. If the planned shipment is not correct, enter the correct number of questionnaires you will need.
 - c. Record the schedule for your unit drill assemblies in November and December 1979.
4. Form 1 should be completed and returned to the Rand Corporation in the envelope provided as soon as possible.
5. Technical coordination for the survey is the responsibility of the Rand - DoD Survey Group. Questions should be referred to the Survey Coordinator, Ms. Jennifer Hawes (Commercial: 202-296-5000, ext. 308).

Dr. David W. Grissmer

Inclosure 2

FORM 1 RAND LETTER TO UNIT COMMANDERS OF SAMPLED UNITS

TO: The Rand Corporation
 2100 M Street, NW
 Washington, D.C. 20037
 Attn: Ms. Jennifer A. Hawes

Date: _____

FROM: Commander; _____

Name of Unit: _____

UIC: _____

Address: _____

 City State Zipcode

A. Unit Point of Contact for the 1979 Reserve Force Surveys:

Name _____ Commercial Telephone # _____

Best times to Contact: (Mark All that Apply)

DAYS OF WEEK

HOOR

() Sunday	() AM	() PM
() Monday	() AM	() PM
() Tuesday	() AM	() PM
() Wednesday	() AM	() PM
() Thursday	() AM	() PM
() Friday	() AM	() PM
() Saturday	() AM	() PM

B. Questionnaires to be Shipped:

Planned

Needed

1979 Reserve Force Personnel Survey FOR GRADES E-1 to E-4.....	_____	_____
1979 Reserve Force Personnel Survey FOR GRADES E-5 to E-9.....	_____	_____
1979 Reserve Force Commander Survey FOR UNIT COMMANDER.....	1	1
1979 Reserve Force Unit Survey FOR UNIT COMMANDER.....	1	1

C. Schedule for Unit Drill Assemblies:

November: _____
 DAYS

December: _____
 DAYS

PLEASE RETURN FORM 1 IN THE ENVELOPE PROVIDED. _____



DEPARTMENT OF THE ARMY
OFFICE OF THE CHIEF, ARMY RESERVE
WASHINGTON, D.C. 20310

REPLY TO
ATTENTION OF:

DAAR-PE

SUBJECT: 1979 Reserve Force Studies Surveys

10 OCT 1979

Commander
US Army Forces Command
ATTN: AFOP-RCO
Fort McPherson, GA 30330

1. This letter solicits your cooperation in the successful implementation of the 1979 Reserve Force Studies Surveys in the United States Army Reserve.
2. The 1979 Reserve Force Studies Surveys is sponsored by the Office of the Deputy Assistant Secretary of Defense - Reserve Affairs (ODASD-RA) and strongly supported by the Office, Chief Army Reserve and ODCSPER. The purpose of the study is to analyze Reserve Force manning issues. As part of this study, data is being collected from Guard and Reserve units and from the surrounding civilian community. The results of these studies can be important in the formulation and review of Reserve Force personnel policies.
3. The US Army Reserve sample for these surveys is about 225 units throughout the country. Approximately seven (7) percent of company-size units in each State will be sampled. Data collection is proposed for regular drill assemblies during November and December 1979.
4. The Rand Corporation, a non-profit research organization, under contract to ODASD-RA has the primary responsibility for the design of the surveys, coordination of the data collection and analysis of the results. The results of the surveys will be available to the US Army Reserve.
5. Below is a brief description of the four questionnaires developed for the 1979 Reserve Force Studies Surveys:
 - Form 1: 1979 Reserve Force Personnel Survey--For ENLISTED GRADES E1-E4, will collect data from all junior enlisted personnel.
 - Form 2: 1979 Reserve Force Personnel Survey--For ENLISTED GRADES E5-E9, will be administered to all senior enlisted personnel, including technicians, in the sample.

CL
OSD MARYL (COL Lill) ✓
OFFICER DAF-ABN/ATC VENEKE

DAAR-PE

SUBJECT: 1979 Reserve Force Studies Surveys

Form 3: 1979 Reserve Force Commander Survey, will be given to Unit Commanders of the sampled units. (One form/unit)

Form 4: 1979 Reserve Force Unit Survey covers basic factual information about each sampled unit. (One form/unit)

6. In order to lessen the administration burden on the US Army Reserve, Rand will mail questionnaires, related survey materials, and detailed instructions directly to each sampled unit.

7. At this time, I would like to solicit your cooperation in this effort as follows:

a. Please provide a point-of-contact (POC) and commercial telephone number for the survey by calling:

HQDA (DAPE-MEM)
US Army Reserve Manpower Programs Team
Name: LTC Gene A. Venzke
Washington, DC 20310
Autovon: 225-2405

We would appreciate the POC no later than 15 October 1979.

b. A list of USAR units scientifically selected for survey participation is provided in Inclosure 1. We would appreciate your informing the Unit Commander of each sampled unit of the forthcoming survey. A draft of a letter which might be used in notifying each Unit Commander of the survey is contained in Inclosure 2.

8. For your information, Inclosure 3 contains a letter which the Rand Corporation proposes sending to each unit listed on Inclosure 1, requesting a unit POC, informing Unit Commanders of materials which will be sent to them directly in November and requesting verification of questionnaire quantities.

9. The major requests to each unit selected for the survey are summarized below:

a. Acknowledge receipt of the questionnaires by returning a pre-printed postcard.

b. Complete one 1979 Reserve Force Commander Survey and one 1979 Reserve Force Unit Survey.

DAAR-PE

SUBJECT: 1979 Reserve Force Studies Surveys

c. Distribute and collect questionnaires from all enlisted personnel assigned to the unit. Survey administration takes about one hour and is best scheduled during a regular drill assembly.

d. Account for survey participation on a Roster which lists the assigned members of the unit.

e. Return all of the survey materials using mailing boxes and labels provided for that purpose.

10. An information copy of each of the questionnaires, procedures, and a letter to respondents from Mr. Harold W. Chase, Deputy Assistant Secretary of Defense (Reserve Affairs) encouraging survey participation will be sent to you by the Rand Corporation.

11. Technical coordination for the survey is the responsibility of the Rand-DOD Survey Group. Questions should be referred to the Survey Coordinator; Ms. Jennifer Hawes (Commercial: 202-296-5000, Ext. 308).

12. Your cooperation and assistance with this effort will be invaluable. Your participation in the 1979 Reserve Force Studies Surveys will help provide the data which will prove the validity of some of our statements about the reasons and causes of manning problems in the USAR.

3 Incl

as


WILLIAM R. BERKMAN
Major General, USA
Chief Army Reserve



MANPOWER,
RESERVE AFFAIRS
AND LOGISTICS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D. C. 20301

17 OCT 1979

MEMORANDUM FOR 1979 Reserve Force Survey Participants

SUBJECT: 1979 Reserve Force Personnel Survey

The Department of Defense, with the cooperation of the Army National Guard and United States Army Reserve, is sponsoring a large scale survey of National Guard members and Reservists. You, along with all the other members of your unit, have been selected to participate in this survey. Before you complete the 1979 Reserve Force Personnel Survey questionnaire, I would like to emphasize its importance.

The purpose of this survey is to collect facts and opinions from guard and reserve personnel as part of our continuous review of reserve force personnel policies. Information is being collected from about 30,000 enlisted personnel who are members of 450 Army National Guard and United States Army Reserve units. Your unit has been randomly selected as part of this sample. The survey is being coordinated by service personnel at your unit drill location.

The success of this survey depends on obtaining the full cooperation of those who have been selected to participate. The survey provides you with the opportunity to express many of your ideas and opinions as well as to provide important information about your military and civilian experiences. Facts and opinions which you provide will be combined with information from other reserve force personnel and used to evaluate and improve both existing and proposed reserve force personnel policies. Additional instructions for the survey are on the cover of the questionnaire.

Your cooperation in completing the 1979 Reserve Force Personnel Survey questionnaire will be appreciated. Thank you for your assistance.

Harold W. Chase

Harold W. Chase
Deputy Assistant Secretary
(Reserve Affairs)



2100 M STREET, N.W., WASHINGTON, D.C. 20037. PHONE: (202) 296-5000

Subject: 1979 Reserve Force Studies Surveys

22 October 1979

To: Unit Commander

1. Reference:

- a. Letter from DCSOPS-FORSCOM to Subject Unit Commanders, dated 19 October 1979.
2. Thank you for your cooperation and assistance in planning for the 1979 Reserve Force Studies Surveys.
3. As previously notified by DCSOPS-FORSCOM, your unit has been selected to participate in the 1979 Reserve Force Studies Surveys. The surveys are scheduled for administration at your unit drill assembly immediately following receipt of the survey materials in November. All of the materials required for the survey will be mailed directly to your unit.
4. In order to simplify the distribution of survey materials, please fill out Form 1 as explained below:
 - a. Please designate a member of your staff to serve as a unit point of contact and to oversee the survey administration. Enter the name and commercial telephone number of this person on Form 1, as well as the best time to contact him (or her).
 - b. The number of questionnaires which will be sent to your unit is also listed on Form 1. If the planned shipment is not correct, enter the correct number of questionnaires you will need.
 - c. Record the schedule for your unit drill assemblies in November and December 1979.
5. Form 1 should be completed and returned to The Rand Corporation in the envelope provided as soon as possible.
6. Technical coordination for the survey is the responsibility of the Rand-DoD Survey Group. Questions should be referred to the Survey Coordinator, Ms. Jennifer Hawes (Commercial: 202/296-5000, Extension 308).

Sincerely,

Dr. David W. Grissmer

DWG/J'net

Enclosure -- Form 1



2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE (202) 296-5000

1979 RESERVE FORCE STUDIES SURVEYS

FORM 1

TO: The Rand Corporation
2100 M Street, N.W.
Washington, D.C. 20037
Attn: Ms. Jennifer A. Hawes

Date: _____

FROM: Commander: _____
Name of Unit: _____
UIC: _____
Address: _____

City _____ State _____ Zipcode _____

A. Unit Point of Contact for the 1979 Reserve Force Studies Surveys:

Name: _____ Commercial Telephone #: _____

Best times to Contact: (Mark All That Apply)

<u>DAYS OF WEEK</u>	<u>TIME OF DAY</u>
() Sunday	() AM () PM
() Monday	() AM () PM
() Tuesday	() AM () PM
() Wednesday	() AM () PM
() Thursday	() AM () PM
() Friday	() AM () PM
() Saturday	() AM () PM

B. Questionnaires to be Shipped:

	<u>Planned</u>	<u>Needed</u>
1979 Reserve Force Personnel Survey FOR GRADES		
E-1 TO E-4	_____	_____
1979 Reserve Force Personnel Survey FOR GRADES		
E-5 TO E-9	_____	_____
1979 Reserve Force Commander Survey FOR UNIT		
COMMANDER	<u>1</u>	<u>1</u>
1979 Reserve Force Unit Survey FOR UNIT COMMANDER ..	<u>1</u>	<u>1</u>

C. Schedule for Unit Drill Assemblies:

November: _____ Days December: _____ Days January: _____ Days

PLEASE RETURN FORM 1 IN THE ENVELOPE PROVIDED



2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE (202) 296-5000

Subject: 1979 Reserve Force Studies Surveys

25 October 1979

To: Unit Commander

1. Reference:

- a. Message, NGB WASH DC/NGB-2A/, LT GEN La Vern E. Weber to ALL AGs AND VIRGIN ISLANDS, dated 2 October 1979.
- b. Letter, The Rand Corporation, Washington, D.C., Dr. David W. Grissmer to Adjutant General of ALL STATES, dated 15 October 1979.

2. Thank you for your cooperation and assistance in planning for the 1979 Reserve Force Studies Surveys.3. As previously notified by the Adjutant General of your State National Guard, your unit has been selected to participate in the 1979 Reserve Force Studies Surveys. The surveys are scheduled for administration at your unit drill assembly immediately following receipt of the survey materials in November. All of the materials required for the survey will be mailed directly to your unit.4. In order to simplify the distribution of survey materials, please fill out the enclosed form (Form 1) as explained below:

- a. Please indicate if your unit is divided into two or more sections, "split units" which regularly meet at geographically separate drill locations. Mark "Yes" or "No" in the section labelled "Unit Drill Location."

EXAMPLE: If some of the personnel who are assigned to UIC# Wxxxxx regularly meet for drills at an Armory-Center in Hartford, Delaware, and the remaining personnel regularly meet at an Armory-Center in Ashford, Delaware, this would be a "split unit". You would mark "Yes" under the section for "Unit Drill Location".

- b. Please designate a member of your staff to serve as a unit point of contact and to oversee the survey administration. Enter the name and commercial telephone number of this person under Section A on Form 1, as well as the best time to contact him (or her).

- 2 -

Dr. David W. Grissmer to Unit Commanders
25 October 1979

- c. The number of questionnaires which will be sent to your unit for all personnel assigned to your UIC is also listed under Section B on Form 1. If the planned shipment is not correct, enter the correct number of questionnaires you will need.
- d. Record the schedule for your unit drill assemblies in November and December 1979 under Section C.
- 5. Form 1 should be completed and returned to The Rand Corporation in the envelope provided as soon as possible.
- 6. Technical coordination for the survey is the responsibility of the Rand-DoD Survey Group. Questions should be referred to the Survey Coordinator, Ms. Jennifer Hawes (Commercial: 202-296-5000, Extension 308).

Sincerely,



Dr. David W. Grissmer

Inclosure - Form 1



2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE: (202) 296-5000

1979 RESERVE FORCE STUDIES SURVEYS

FORM 1

TO: The Rand Corporation
2100 M Street, N.W.
Washington, D.C. 20037
Attn: Ms. Jennifer A. Hawes

Date: _____

FROM: Commander: _____
Name of Unit: _____
UIC: _____
Address: _____

City _____ State _____ Zipcode _____

A. Unit Point of Contact for the 1979 Reserve Force Studies Surveys:

Name: _____ Commercial Telephone #: _____

Best times to Contact: (Mark All That Apply)

<u>DAYS OF WEEK</u>	<u>TIME OF DAY</u>
() Sunday	() AM () PM
() Monday	() AM () PM
() Tuesday	() AM () PM
() Wednesday	() AM () PM
() Thursday	() AM () PM
() Friday	() AM () PM
() Saturday	() AM () PM

B. Questionnaires to be Shipped:

	<u>Planned</u>	<u>Needed</u>
1979 Reserve Force Personnel Survey FOR GRADES		
E-1 TO E-4	_____	_____
1979 Reserve Force Personnel Survey FOR GRADES		
E-5 TO E-9	_____	_____
1979 Reserve Force Commander Survey FOR UNIT		
COMMANDER	<u>1</u>	<u>1</u>
1979 Reserve Force Unit Survey FOR UNIT COMMANDER ..	<u>1</u>	<u>1</u>

C. Schedule for Unit Drill Assemblies:

November: _____ Days December: _____ Days January: _____ Days

PLEASE RETURN FORM 1 IN THE ENVELOPE PROVIDED

Appendix D

ADMINISTRATIVE PROCEDURES



DEPARTMENT OF DEFENSE
1979 RESERVE FORCE STUDIES SURVEYS
RCS #DD (OT) 7915

1 November 1979

FOR: SURVEY ADMINISTRATORS - ARMY NATIONAL GUARD/ARMY RESERVE

SUBJECT: Administration of the 1979 Reserve Force Studies Surveys

1. Thank you for your cooperation and assistance to date in planning for the 1979 Reserve Force Studies Surveys.
2. As previously notified, your unit has been selected to participate in the 1979 Reserve Force Studies Surveys. The study is sponsored by the Office of the Deputy Assistant Secretary of Defense - Reserve Affairs (ODASD-RA) and endorsed by the National Guard Bureau and the Office of the Chief of the U.S. Army Reserve. The purpose of the study is to analyze Reserve Force manning issues. The results of these studies can be critical in the formulation and review of Reserve Force personnel policies.
3. You are requested to administer the survey as explained in Inclosure 1. The following is a summary of the action needed:

- a. Acknowledge receipt of the survey materials by returning the enclosed Acknowledgement Postcard.
- b. Complete one 1979 Reserve Force Commander Survey.
This survey should be completed by the Unit Commander.
- c. Complete one 1979 Reserve Force Unit Survey.
This information can be provided by either the Unit Commander or another member, who is familiar with unit data, e.g., a unit technician.
- d. Distribute and collect 1979 Reserve Force Personnel Survey questionnaires from all enlisted personnel, including unit technician(s) CURRENTLY ASSIGNED TO YOUR UNIT. For the purposes of this survey, a "unit" consists of all enlisted personnel assigned to the UIC identifiers indicated on the enclosed Sample Roster, as well as any detachments, platoons, or sections associated with your unit. That is, in those cases where a unit is "split," and either meets at one location or at two or more geographically separate locations, E1-E9 personnel at all locations should be surveyed with the appropriate questionnaires. The questionnaire has TWO FORMS; one for GRADES E1 to E4 ONLY and one for GRADES E5 to E9 ONLY. Each enlisted member should complete a questionnaire and seal it in the Confidential Envelope provided before returning it to the Survey Administrator.
- e. Schedule survey sessions so that all assigned enlisted unit members can participate. Survey administration takes about one hour and should be scheduled during a regular drill assembly.
- f. Enclosed is a Sample Roster which lists the names of enlisted members who are assigned to your "unit" including personnel assigned to each detachment, platoon, or section associated with your UIC identifier. Indicate on the Roster whether or not each enlisted unit member actually participated in the survey; for each person who did not

participate, indicate a reason, such as "no longer a member of the unit," "on initial active duty training (IADT)," etc. There is also space on the Roster for you to ADD the names of any new enlisted unit members who are not listed.

- g. Upon completion of the survey, return all of the survey materials in one shipment, using the mailing boxes and postage paid labels provided for that purpose.

4. SURVEY ADMINISTRATION SCHEDULE: Units are requested to complete the survey administration during their December drill assembly. If your entire unit will not be attending your December drill assembly, i.e., your unit (or sections) will be away at field maneuvers or many personnel will be away for some other reason, etc, please complete the survey administration during your January 1980 drill assembly when your entire unit will be present.

If your unit will be administering the surveys in January 1980, please record your January drill dates on the enclosed Acknowledgement Postcard, under the section labelled "ANTICIPATED FIRST DAY OF SURVEY ADMINISTRATION."

5. Because of the survey's importance, please make every reasonable effort to ensure that all enlisted unit members have the opportunity to participate in the survey.
6. Any questions about this survey which are not covered in these Administrative Instructions should be referred to the Survey Coordinator at the Rand Corporation, Ms. Jennifer Hayes (Commercial: 202-296-5000, ext. 308.)

INCLOSURE 1

ADMINISTRATIVE INSTRUCTIONS

SUBJECT: 1979 Reserve Force Studies Surveys
RCS #DD-M (OT) 7915

This inclosure provides instructions for the administration of this survey. Please review carefully before distributing any questionnaires.

Section A: MATERIALS FOR THE ADMINISTRATION OF THE SURVEY

You should have all of the materials listed below. If you are missing any materials, please contact the Survey Coordinator at the Rand Corporation, Ms. Jennifer A. Hawes (Commercial: 202-296-5000, ext. 308).

1. Administrative Instructions (which you are now reading).
One copy has been provided for your use.
2. Receipt Checklist: Each box in your survey shipment contains a checklist which tells you the total number of boxes you should expect to receive and their contents. Use this list to verify that you have received all of the correct materials.
3. Acknowledgement Postcard. This card should be filled out completely and mailed immediately upon receipt and verification of all materials listed on the Receipt Checklist(s).
4. Survey Packet for the Unit Commander. The Survey Packet labelled "ATTENTION: UNIT COMMANDER" should be given to the Unit Commander immediately upon receipt of the survey materials. This packet is sealed and contains the following:

- a. An information copy of the Administrative Instructions for this survey (Same as Item 1 above.).
 - b. One copy of the 1979 Reserve Force Commander Survey to be completed by the Unit Commander.
 - c. One copy of the 1979 Reserve Force Unit Survey.
 - d. Confidential Return Envelopes for Items 4b and 4c which should be completed and sealed in these envelopes before returning them to the Survey Administrator. These completed questionnaires should be returned at the end of the survey period as part of the total shipment of survey materials.
5. Sample Roster. This Roster, which contains an alphabetical listing of enlisted personnel assigned to your unit, has been provided for administrative and accounting purposes. (Instructions for using the Roster are given in Section D, SURVEY RECORDKEEPING.)
 6. Sample Roster Return Envelopes. Envelopes labelled "RETURN ENVELOPE FOR SAMPLE ROSTER" are provided for your use in returning the completed Sample Roster as part of your total survey shipment.
 7. Questionnaires for all Enlisted Unit Members. Your shipment contains 1979 Reserve Force Personnel Survey questionnaires for all enlisted personnel assigned to your whole unit, i.e., main portion and any split segments. The questionnaire has TWO FORMS: one for GRADES E1 TO E4 ONLY (Aqua Color), one for GRADES E5 to E9 ONLY (Red Color).
 8. An Introductory Letter to all Enlisted Unit Members which explains the survey.
 9. Comment Sheet for all Enlisted Unit Members.

10. Confidential Return Envelopes for the 1979 Reserve Force Personnel Survey questionnaires.
11. Return Transmittal Memo (See Attachment 2). This is the shipment checklist of all survey materials which must be accounted for and returned at the end of the survey period. The memo should be detached and enclosed in your return shipment.
12. Mailing Boxes and Postage Paid Labels. Your shipment contains box(es)/packages and postage paid labels for returning all survey materials to the Defense Manpower Data Center (DMDC) in Alexandria, VA. (Instructions for returning materials are given in Section E, HANDLING AND SHIPPING OF SURVEY MATERIALS.)

SECTION B: SURVEY ADMINISTRATION SCHEDULE

1. The survey administration period should begin at your drill assembly immediately following receipt of the survey materials on or about 15 November. In most cases, units will not receive their survey materials in time for a November drill administration; therefore, units are requested to complete the survey administration during their December drill assembly.
2. If your entire unit, including any detachments, platoons or sections associated with your UIC identifier, will not be attending a December drill assembly, i.e., your unit (or sections) will be away at field maneuvers, etc., please administer the survey during your January 1980 drill assembly when your entire unit will be present.
3. The questionnaires require approximately one hour to complete. Please schedule several survey sessions so that all assigned enlisted unit members can participate, including all E1-E9 personnel at any detachments, platoons or sections.

4. If possible, the survey administration should be completed for the entire unit, by the end of December. If you cannot complete the survey administration for your whole unit by 31 December, please plan to complete the administration during your January 1980 drill assembly.

SECTION C: ADMINISTERING THE 1979 RESERVE FORCE PERSONNEL SURVEY

This survey should be administered to ALL ENLISTED PERSONNEL, INCLUDING UNIT TECHNICIANS, currently ASSIGNED TO YOUR UNIT. We recommend that you use the following procedures in administration.

1. Notify personnel of survey session time(s) and location(s).
2. Distribute the following materials to all enlisted unit members:
 - o Questionnaires (Form 1 (Aqua) for Grades E1 to E4, Form 2 (Red) for Grades E5 to E9).
 - o Introductory Letters from Mr. Harold W. Chase, the Deputy Assistant Secretary of Defense- Reserve Affairs encouraging participation in the survey.
 - o Comment Sheets
 - o Confidential Return Envelopes
3. Provide the following instructions to survey participants:
 - o Read the Introductory Letter which explains the purpose of the survey and your participation.
 - o Before beginning, also read the additional instructions on the front cover of the questionnaire.

- o The survey takes about 1 hour to complete.
- o Use only a #2 pencil to fill out the survey.
- o Complete the questionnaire.
- o Fill out Comment Sheet(s) if you have additional comments to make about the survey itself or reserve force personnel policies, in general. Enclose this form along with the questionnaire and seal them in the confidential envelope provided. give the sealed confidential envelope to the Survey Administrator before leaving the survey session.

4. Collect the confidential envelopes, reminding individuals to seal them after enclosing their completed questionnaire. As persons return their questionnaires, mark the column on the Sample Roster next to the individual's name for QUESTIONNAIRE RETURNED.
5. FOLLOW-UP INSTRUCTIONS: To maximize survey participation, please schedule several survey sessions to enable all enlisted unit members to participate.

NOTES:

If a unit member indicates that he (or she) does not want to participate, encourage him (or her) to read the Introductory Letter from Mr. Harold W. Chase and to look through the questionnaire. Emphasize the importance of this particular survey which gives unit members an opportunity to express opinions about reserve force personnel policies.

If, after your best effort, a unit member still refuses to participate, ask him (or her) to fill out a Comment Sheet, seal the questionnaire and Comment Sheet in a confidential envelope and return it to you. When you collect the envelope, mark REFUSED clearly on the front and record REFUSED next to the person's name on the Sample Roster.

SECTION D: SURVEY RECORDKEEPING

The Sample Roster should be used to provide a complete report of the SURVEY STATUS of all assigned enlisted unit members.

- o Your Roster contains an alphabetical listing of enlisted personnel assigned to your unit, including those from my detachments, platoons, or sections which are associated with your UIC identifier.
- o If your unit is "split", the Roster will list each detachment, platoon, or section separately and the names of E-1 to E-9 personnel assigned to each location. That is-- your Roster will be divided into sections, starting with the main unit headquarters and the names of personnel assigned to that location, followed by Section #2 and the personnel assigned to that location, etc. This Roster order will facilitate your distribution of survey materials to each unit section and simplify the accounting for survey participation for the entire unit.
- o Please note that you should ADD the names of any new enlisted unit members who are not listed on the Sample Roster and provide them with the appropriate questionnaires. (See further instructions under Item 7 below).
- o Carefully review your Sample Roster before you begin the survey administration. Should you discover any problems with your Roster, such as missing sections of unit personnel, please call the Survey Coordinator at the Rand Corporation as soon as possible.

Below is an explanation of the information contained on the Roster and the actions required by you: (See Attachment 1, Page 13 for a SAMPLE OF THE ROSTER.)

1. The Roster will be labelled by DMDC as "ALPHA Roster for UIC- (UIC # appears here). Your unit address will also appear here.
2. Page __ of __. The pages will be numbered consecutively from 1 to end.
3. RCN #. This is a DoD Record Control Number assigned to your UIC which is for DoD use only.
4. Survey Administrator and Autovon Number. Record the name and unit telephone of the individual responsible for filling out the Roster and the Survey Administration.
5. Survey Dates. Enter the dates during which you administered the survey.
6. Number of Assigned Enlisted Personnel. Enter the total number of enlisted personnel who are currently ASSIGNED TO YOUR UNIT, including those from any detachments, platoons, or sections. Include any who are away on their initial active duty training (IADT) or away for other military or personal reasons.
7. New Enlisted Unit Members.
 - a. IF YOUR UNIT IS NOT "SPLIT" INTO SEPARATE SECTIONS: Use the extra blank numbered lines at the end of the Roster to record the Name, SSN, Grade and Sex of any enlisted unit members whose name is not listed on the Roster.
 - b. IF YOUR UNIT IS "SPLIT" INTO SEPARATE SECTIONS: Use the extra blank space at the end of each unit section to record the Name, SSN, Grade and Sex of any new enlisted unit members whose name does not appear on the Roster.

8. Respondent Data to be used as required: Name, SSN, Grade and Sex (M or F).
9. Unit Member: Yes or No? Next to each individual listed, indicate if this person is STILL CURRENTLY ASSIGNED TO YOUR UNIT. Mark "Yes" or "No" for each person listed.
10. Survey Status Code Categories. Mark (X) the appropriate category next to the name of each unit member to indicate the results of your attempts to administer the survey to that person. Account for each unit member who has a check mark recorded in the column for UNIT MEMBER - YES. MARK ONLY ONE CATEGORY FOR EACH UNIT MEMBER.

● UNIT MEMBER PARTICIPATED:

- a. QUESTIONNAIRE RETURNED (Column 2): Mark (X) this category when an enlisted unit member participates in the survey and returns his (or her) questionnaire to you sealed in its "confidential envelope." NOTE: If a confidential envelope is marked REFUSED, do not mark this category; you should use the OTHER SPECIFY category in Column 5 and record REFUSED.

● UNIT MEMBER DID NOT PARTICIPATE: If a unit member is not available to participate during the survey period, mark a reason why. Mark (X) one of the following categories:

- a. ABSENT FROM DRILLS (Column 3): Mark this category if the individual was absent from all drills for the entire survey period.
- b. ON INITIAL ACTIVE DUTY TRAINING (Column 4): Mark this category if the person is away at his/her initial active duty training (IADT) for the Guard or Reserve.

c. OTHER -- SPECIFY (Column 5): Use this category if the unit member could not participate during the entire survey period for some other personal or military reason. Write in the reason why the individual did not participate. For example, at Advanced Training/AT/ADT/FTTD/, Away at School, Refused to Participate, etc. A reason should be written for each nonparticipant in this category.

11. Number of Survey Packets Returned. Enter the total number of sealed "Confidential Return Envelopes" collected from all enlisted personnel. The number of sealed packets returned should equal the number of CHECK MARKS recorded in Column 2 for QUESTIONNAIRE RETURNED. DO NOT COUNT ANY ENVELOPES MARKED REFUSED.

SECTION E: HANDLING AND SHIPPING OF SURVEY MATERIALS

1. It is requested that all survey materials be held at the unit until the survey administration is completed and all enlisted unit personnel have been accounted for.
2. When the survey period is completed, package the completed Sample Roster, the sealed confidential envelopes containing the 1979 Reserve Force Commander Survey, 1979 Reserve Force Unit Survey and all 1979 Reserve Force Personnel Survey questionnaires from enlisted members and any unused survey materials and return to DMDC. The Return Transmittal Memo should be completed and returned in Box 1 of your shipment.
3. Use the mailing boxes and preprinted postage paid labels provided and mail to:

Department of Defense (DMDC)
 Defense Manpower Data Center
 300 North Washington Street
 Alexandria, VA 22314

ALPHA ROSTER FOR UIC-XXXXXX

(UNIT ADDRESS)

Attachment 1

PAGE 1 OF 1 RCN#X-XXX

1979 RESERVE FORCE PERSONNEL SURVEY

SURVEY ADMINISTRATOR: CPT. John Smith

AUTOVON #: 301-695/0331

SURVEY DATES: 12 / 9 / 79 - 12 / 9 / 79

Assigned Enlisted Personnel 18
Survey Packets Returned: 12

SURVEY STATUS: MARK ONE CATEGORY FOR EACH UNIT MEMBER			MEMBER DID NOT PARTICIPATE BECAUSE:						
SURVEY RESPONDENT NAME	SSN	(9/79) GRADE	SEX	UNIT MEMBER?		QUESTIONNAIRE RETURNED 2	ABSENT FROM DRILLS 3	AT IAD TRNG 4	OTHER-SPECIFY 5
				NO 0	YES 1				
1. Allen, Peter F.	248222781	E-1	M	X					
2. Banks, Willie M.	676421979	E-3	M		X	X			
3. Buck, John J.	198289231	E-6	M		X	X			
4. Dixon, Lena J.	897421977	E-7	F		X	X			
5. Grant, Joan L.	235438799	E-9	F		X	X			
6. Kelly, Hugh S.	198978881	E-2	M		X	X			
7. Kenth, David H.	507897781	E-5	M		X	X			
8. North, Mike B.	482668793	E-8	M		X	X			218
9. Oakes, Nancy R.	781952111	E-4	F		X	X			
10. Rand, Mary J.	682978853	E-7	F		X	X			
11. Riggs, Bill H.	467679877	E-3	M		X	X			
12. Riley, Sam O.	292334577	E-3	M		X	X			
13. Seale, Lee W.	344558907	E-6	M		X	X			
14. Shaw, Helen G.	502336789	E-9	F		X	X			
15. Todd, Jesse I.	892349560	E-8	M		X	X			
16. Hawks, Tom	34562815	E-4	M						
17. Smith, Eric	124587602	E-1	M					X	
18. Smith, Harry	202760712	E-2	M					X	
19. Katts, Sally	554897200	E-3	F					X	
20.									

AWAY AT SCHOOL

- SAMPLE ONLY -



219

Attachment 2

1979 RESERVE FORCE STUDIES SURVEYS

* * RETURN TRANSMITTAL MEMO * *

TO : DEPARTMENT OF DEFENSE
DEFENSE MANPOWER DATA CENTER (DMDC)
300 NORTH WASHINGTON STREET
ALEXANDRIA, VA 22314

DATE: _____

FROM: UNIT COMMANDER _____

UIC # ()

UNIT DESIGNATION _____

ADDRESS _____

City State Zip Code

UNIT IS: () Army National Guard () Army Reserve

The following SURVEY MATERIALS are being returned:

- o A total of _____ box(es) of survey materials.
- o This is Box# _____ of _____ Box(es).
- o The total shipment contains the following:
 - Sealed Returned Envelope with the completed
Sample Roster.....(1) copy.
 - Sealed Confidential Envelope with the completed
1979 Reserve Force Commander Survey.....(1) copy.
 - Sealed Confidential Envelope with the completed
1979 Reserve Force Unit Survey..... (1) copy.
 - Sealed Confidential Envelopes with the completed
1979 Reserve Force Personnel Survey Questionnaires
from ENLISTED UNIT MEMBERS..... () copies.
 - Questionnaires marked "REFUSED"..... () copies.
 - Unused Questionnaires (estimate)..... () copies.
 - Unused Confidential Envelopes (estimate)..... () copies.

DETACH THIS PAGE

DETACH THIS PAGE

DETACH THIS PAGE



2100 M STREET, N.W., WASHINGTON, D.C. 20037, PHONE (202) 296-5000

Subject: 1979 Reserve Force Studies Surveys

30 November 1979

To: Unit Commander

1. References:

- a. Survey Administrative Instructions, from the Rand Corporation, distributed with survey materials to units on 19 November 1979.
 - b. Letter, The Rand Corporation, Washington, D.C., Dr. David W. Grissmer to Unit Commanders, dated 22 October 1979.
2. Thank you for your cooperation and assistance to date in the 1979 Reserve Force Studies Surveys.
3. As previously discussed with some of our points-of-contact named for this survey, additional clarification is needed about the return mailing procedures for these surveys. The purpose of this letter is to provide clarification as well as request your cooperation in insuring that returned materials are received expeditiously.
4. Upon completion of the survey, return all of the survey materials in one shipment to the Defense Manpower Data Center (DMDC), in Alexandria, VA, using the mailing boxes and postage paid labels provided for that purpose. We would like to request that you make sure that the Return Transmittal Memo which is included in the administrative instructions is enclosed in the return packages.
5. In addition, to guard against problems which may arise in postal delivery at this time of the year, we would like you to CERTIFY all packages returned to DMDC.
6. CERTIFIED MAIL is a service provided by the United States Postal Service which provides proof of mailing and receipt. Packages or envelopes can be certified at any office or substation of the United States Postal Service. When using the postage paid labels provided for your use, a payment of only \$.80 is needed for certification.
7. The US Postal Service gives the sender a Certification Receipt which should be retained by you, should DMDC not receive materials from you and need to trace it through the postal system.

Dr. David W. Grissmer to Unit Commander
30 November 1979

8. In my earlier correspondence, I requested that all sampled units provide us with information by returning Form 1 which was contained in that letter. We are still missing information from a few units. If you have not returned this form, an extra copy is enclosed in this letter for your use. Please return this form in the envelope provided as soon as possible.
9. Finally, it has come to our attention that additional clarification is also needed for several questions contained in the 1979 Reserve Force Unit Survey (Yellow Form). Please note the following clarification:

- a. Section IV, Question 45 covers information about benefits available to unit members, such as the Federal Government Enlistment Bonus, Federal Educational Incentive, etc.

For each benefit listed, record the following information on the questionnaire:

- Under Column 1, indicate whether the benefit is CURRENTLY AVAILABLE to members of your unit. Circle code for Yes or No.
 - Under Column 2, record the maximum payment that a unit member can receive if he or she fulfills all of the eligibility requirements. For example, if a unit member is eligible to receive a total Federal Enlistment Bonus of \$1500, given in two separate payments of \$750 each, during his/her enlistment period, you would record the maximum payment as \$1500.
- b. Section IV, Question 45A and 45C asks about the Federal Government Enlistment Bonus and the Federal Education Incentive. For the purposes of this survey, Q45A "Federal Government Enlistment Bonus" refers to the cash bonus payment that a unit member may receive; Q45C "Federal Educational Incentive" refers to the Federal Tuition Assistance Option which may have been available to the individual as an alternative to the cash enlistment bonus.
- c. Section V, Question 57 "An Attrition Case History." This question asks, "How long was this person in your unit?" Please write in the number of years and months next to the question. Disregard the answer boxes for Q57 which are labelled as

A.

--	--

Month

B. 19

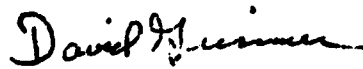
--	--

Year

Dr. David W. Grissmer to Unit Commander
30 November 1979

10. Should you have any additional questions, please call the Survey Coordinator, Ms Jennifer Hawes (Commercial: 202-296-5000, ext. 308).

Sincerely,

A handwritten signature in cursive script, appearing to read "David W. Grissmer".

Dr. David W. Grissmer

Enclosure (Form 1)

Attachment 1

ALPHA ROSTER FOR UIC-XXXXXX

PAGE 1 OF 1

RCN#:X-XXX

1979 RESERVE FORCE PERSONNEL SURVEY

(UNIT ADDRESS)

SURVEY ADMINISTRATOR: CPT. John Smith

AUTOVON #: 301-695/0231

SURVEY DATES: 12 / 9 / 79 - 12 / 9 / 79

Assigned Enlisted Personnel 18
Survey Packets Returned: 12

SURVEY STATUS: MARK ONE CATEGORY FOR EACH UNIT MEMBER			MEMBER DID NOT PARTICIPATE BECAUSE:					
SURVEY RESPONDENT NAME	SSN	GRADE (9/79)	SEX	UNIT MEMBER? NO 0 YES 1	QUESTIONNAIRE RETURNED 2	ABSENT FROM DRILLS 3	AT IAD TRNG 4	OTHER-SPECIFY 5
2. Banks, Willie M.	676421979	E-3	M		X			
3. Buck, John J.	198289231	E-6	M	X	X			
4. Dixon, Lena J.	897421977	E-7	F	X	X			
5. Grant, Joan L.	235438799	E-9	F	X	X			
6. Kelly, Hugh S.	198978881	E-2	M	X	X			
7. Kenth, David H.	507897781	E-5	M	X	X			
8. North, Mike B.	482668793	E-8	M	X	X			
9. Oakes, Nancy R.	781952111	E-4	F	X	X			
10. Rand, Mary J.	682978853	E-7	F	X	X			
11. Riggs, Bill H.	467679877	E-3	M	X	X			
12. Riley, Sam O.	292334577	E-3	M	X	X			
13. Seale, Lee W.	344558907	E-6	M	X	X			
14. Shaw, Helen G.	502336789	E-9	F	X	X			
15. Todd, Jesse I.	892349560	E-8	M	X	X			
16. Hanks, Tom	345678905	E-4	M	X	X			
17. Smith, Eric	124187602	E-1	M	X	X			
18. Smith, Harry	342760912	E-2	M	X	X			
19. Kelly, Sally	955171200	E-3	F	X	X			
20.								

Appendix E
SURVEY ROSTER

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AWAY AT SCHOOL

- SAMPLE ONLY -

Appendix F

ADMINISTRATIVE MATERIALS

DEPARTMENT OF DEFENSE
DMDC
300 N. WASHINGTON ST.
ALEXANDRIA, VA 22314

POSTAGE AND FEES PAID
DEPARTMENT OF DEFENSE
DOD-302



DEFENSE MANPOWER DATA CENTER
300 N. WASHINGTON STREET
ALEXANDRIA, VIRGINIA 22314

1979 RESERVE PERSONNEL SURVEY
ACKNOWLEDGEMENT POSTCARD

RCN NO. _____

TO VERIFY RECEIPT OF SURVEY MATERIALS, PLEASE FILL IN INFORMATION BELOW:

NAME OF UNIT: _____

ADDRESS: _____

CITY

STATE

ZIP CODE

SERVICE: () ARMY NATIONAL GUARD () ARMY RESERVE

DATE MATERIALS WERE RECEIVED: _____

ANTICIPATED FIRST DAY OF SURVEY ADMINISTRATION: _____

POINT OF CONTACT FOR THIS SURVEY:

NAME: _____

PHONE: COMMERCIAL _____ AUTOVON _____

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DEPARTMENT OF DEFENSE
DEFENSE MANPOWER DATA CENTER
300 N. WASHINGTON STREET
ALEXANDRIA, VIRGINIA 22314

RCN No. _____

RECEIPT CHECKLIST

SURVEY MATERIALS FOR THE 1979 RESERVE FORCE STUDIES SURVEY

PLEASE USE THIS RECEIPT CHECKLIST TO MAKE SURE YOU HAVE ALL OF THE
CORRECT SURVEY MATERIALS FOR THE 1979 RESERVE FORCE STUDIES SURVEY.

You have been sent a total of _____ box(es)/package(s) of survey materials.

This box is Box No. _____ of _____ box(es).

Your TOTAL SHIPMENT contains the following survey materials:

- Administrative Procedures Envelope (in Box No. 1) containing:
 - Administrative Instructions 1 copy.
 - Receipt Acknowledgement Postcard. 1 copy.
 - Sample Roster of Unit Members' Names. 1 copy.
 - Sample Accounting Return Envelope 1 copy.
- Survey Packet for the Unit Commander containing:
 - Administrative Instructions 1 copy.
 - 1979 Reserve Force Commander Survey 1 copy.
 - 1979 Reserve Force Unit Survey. 1 copy.
 - Confidential Return Envelopes 2 copies.
- Survey materials for Enlisted Unit Members:
 - 1979 Reserve Force Personnel Survey
Questionnaires FOR GRADES E-1 to E-4. _____ copies.
 - 1979 Reserve Force Personnel Survey
Questionnaires FOR GRADES E-5 to E-9. _____ copies.
 - Introductory Letters. _____ copies.
 - Comment Sheets. _____ copies.
 - Confidential Return Envelopes _____ copies.

Please refer to the ADMINISTRATIVE INSTRUCTIONS for further information.

Be sure to save the inside box (or envelope) and packing materials (if any) for return of the completed surveys to:

DEFENSE MANPOWER DATA CENTER
300 N. WASHINGTON STREET
ALEXANDRIA, VIRGINIA 22314

When returning completed surveys, be sure each box is packed tightly so that there is no room for the surveys to move around. Secure each box with reinforced tape. Please return all completed surveys in one shipment.

Appendix G

RESPONDENT MATERIALS

MANPOWER,
RESERVE AFFAIRS
AND LOGISTICS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D. C. 20301

17 OCT 1979

MEMORANDUM FOR 1979 Reserve Force Survey Participants

SUBJECT: 1979 Reserve Force Personnel Survey

The Department of Defense, with the cooperation of the Army National Guard and United States Army Reserve, is sponsoring a large scale survey of National Guard members and Reservists. You, along with all the other members of your unit, have been selected to participate in this survey. Before you complete the 1979 Reserve Force Personnel Survey questionnaire, I would like to emphasize its importance.

The purpose of this survey is to collect facts and opinions from guard and reserve personnel as part of our continuous review of reserve force personnel policies. Information is being collected from about 30,000 enlisted personnel who are members of 450 Army National Guard and United States Army Reserve units. Your unit has been randomly selected as part of this sample. The survey is being coordinated by service personnel at your unit drill location.

The success of this survey depends on obtaining the full cooperation of those who have been selected to participate. The survey provides you with the opportunity to express many of your ideas and opinions as well as to provide important information about your military and civilian experiences. Facts and opinions which you provide will be combined with information from other reserve force personnel and used to evaluate and improve both existing and proposed reserve force personnel policies. Additional instructions for the survey are on the cover of the questionnaire.

Your cooperation in completing the 1979 Reserve Force Personnel Survey questionnaire will be appreciated. Thank you for your assistance.

Harold W. Chase

Harold W. Chase
Deputy Assistant Secretary
(Reserve Affairs)

COMMENT SHEET

Service: () Army National Guard () Army Reserve

Comments :

END

DATE
FILMED

2-82

DTIC